Policy Council Meeting Minutes
January 14, 2019
5:30 p.m. - 7:00 p.m.
Meeting Minutes

In Attendance:
Andrea Adamski   Trewonna Beauvoir   Bethany Volkman
Rebecca Hockman   Ibrahim Ramsey   Christopher Thornton
Maria Flores   Kaitlin McLees   Emily Modikwe
Yessica Mora   Maude Turner   LaTrisha Turner
Dannella Villa Lambdin

Absent:
Maria Cerritos   LaTrisha Gaston   Mikalia Herron
Matt Choat   Shawn Cunningham   David Creech
Patricia Minter

Grantee/Delegate Staff
Liz Smith   Traci Garcia Castells   Kasey Lawson
Lynette Fowler   Michelle Pendzimas   Nichole Gilman
Chelsea Lamas   Jovanna Rohs   Patty Lucas
Daniella Rivera   Karen Aguilera   Anneasyka Roston
Betty Choi   Mark Johnson   Jennifer Frank-Dull
Michelle Draper   Molly Chavez   Tamara Graves
Jami Jordan   Lacy Butler   Pamela Kabrick
Lupe Valdovino   Millie Robinson   Carol Bolz

Chairperson Christopher Thornton called the meeting to order at 5:35 p.m. A quorum was established.

Action Items:

Approval November Policy Council Minutes
Chairperson Thornton had PC members review the November meeting minutes. No changes were made. Kaitlin McLees motioned to approve the minutes; Rebecca Hockman seconded the motion and the motion carried.

Approval of Non-Federal Share Waiver Request FY 16-17
Mark Johnson presented information on MARC’s application to the Administration for Children and Families (ACF) to request a waiver of its Non-Federal Share requirement for FY17 in the amount of $268,474.24. (see attached document). Rebecca Hockman motioned to approve the waiver; Kaitlin McLees seconded the motion and the motion carried.
Information Sharing/Reporting Sharing

- **MAHS Grantee Staff**: Liz Smith informed the policy council members that because of the new structure that there have been new hires added to the MAHS grantee staff. She introduced the staff members and explained their job titles.

- **Job Fair**: Jovanna Rohs announced MARC is sponsoring a Job / Career Fair on February 9th from 10 a.m. to 2pm to be held at Operation Breakthrough’s new facility. Representatives from higher ed., early education providers, trade groups, and KC Degrees will be there to meet with interested applicants. Everyone is encouraged to promote this event and share information broadly.

- **Program Goals and Objectives**: Liz Smith presented the Head Start program goals and objectives for the 2018-2023 five-year grant. There are four goals connected to services, systems, workforce, and culture. Liz presented information and updates on progress made toward each of the four goals and their individual objectives and measures. Information included progress toward implementation of the central intake system, more informed use of data through collaboration with MARC’s Research Department; data on teacher credentials and those enrolled in coursework, job and career fair updates, wellness symposium for staff, and expansion of trauma smart training for three additional agencies.

- **Annual Report**: Paul Lampe, MARC Public Affairs, presented the annual report for program year 2017-2018 which ended in August of 2018. The report includes a summary of the services provided to families over the course of the year. Data includes information on enrollment, child outcomes, health and mental health outcomes, family outcomes and fiscal/budget information. This report will be published on the MARC web site and hard copies of the final report will also be available for members who wish to share it within the community.

- **2017 Audit**: Mark Johnson- Mr. Johnson presented the 2017 MARC financial audit. There were no findings in the report.

- **Financials**: Fiscal Reports-Mark Johnson presented these fiscal reports: **Closed Grants**:
  - Federal Head Start / Early Head Start Core Award (Nov. 2017-July 2018),
  - Federal Early Head Start Expansion (March 2017-Aug. 2018),

Open Grants:
- Missouri Early Head Start - fiscal report for 5 months ending 11/30/18
- Early Head Start Expansion - fiscal report for 3 months ending 11/30/18.
- Federal Head Start Early Head Start Core Award
- Community based grant
- MARC November credit card report. (See attached reports). No comments were made from the advisory committee members.

- **Enrollment Reports** - Kasey Lawson presented the enrollment and attendance reports for November and December 2018. (see attached reports). Reports reflect continued improvement toward full enrollment with December agency wide enrollment reaching 97%. Programs were asked to submit requests for changes to enrollment or program options by January 7th for the next school year. MARC staff will be reviewing all requests and using enrollment and community data to make plans for next year’s enrollment.

- **Child Abuse/Neglect** - Ile Haggins, U.M.K.C Associate Professor of Social Work and MAHS Grantee Contractor trained Policy Council members on Child Abuse/Neglect. Policy Council members discussed the definitions, the parent/caregiver, family, child, and environmental risk factors or consequences involved with the abuse. Ms Haggins explained about protective factors for children that prevent abuse. Members were given information regarded mandated reporting requirements that include teachers, advocates, and other providers and also discussed action steps that individuals can take if they suspect abuse.

**Other Business:**
- Liz Smith announced that Anneasyka Roston is no longer the Policy Council chairperson. She has recently been hired by the Mid America Regional Council as a member of the Head Start QA team in the position of Data Base Specialist. The Vic-Chair, Christopher Thornton, has accepted the position as Chairperson for Policy Council for the remainder of the program year. Elections for a new Vice-Chairperson will occur in March.
Maude Turner reported on her experience at the National Head Start Parent conference in Orlando, Florida. She said that she attended sessions that focused on sensory gardening and becoming a literacy advocate.

Early Learning Update:
- Jovanna Rohs provided an update on the status of early learning which included information on the Mayor’s Early Childhood tax initiative coming up for a vote in April.

Reviewed and approved by:

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