



**Policy Council Conference Call Meeting Minutes**  
 Location: 500 Ellinwood Way, Pleasant Hill, CA



**Date:** 4/15/2020

**Time Convened:** 6:05 PM

**Time Terminated:** 7:38 PM

**Recorder:** Imelda Prieto Martinez

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rules	<ul style="list-style-type: none"> <li>• Katie Cisco, Chair, called the meeting to order at 6:05 p.m.</li> <li>• Daisy Templeton, Vice-Chair, reviewed the desired outcomes and ground meeting rules.</li> </ul>
Public Comment	None
Correspondence	<p>Katie Cisco, Chair, read correspondence from Chris Pflaumer, Program Specialist for the Administration of Children and Families:</p> <p>The Regional Office of Head Start is supporting Contra Costa County’s decision to merge their two Early Head Start-Child Care Partnership grants into one award that will last from September 1<sup>st</sup>, 2020, to August 31<sup>st</sup>, 2021. As part of this, we have worked with our central budget office to confirm the combined funding that will be awarded under this combined grant. These amounts are:</p> <p>Program Operations: \$4,719,190          Training and Technical Assistance: \$112,261          Cost Of Living Adjustment: \$94,383          Quality Improvement Funding: 104,540  <b>Total: \$5,030,374</b></p>
<b>Administrative Reports</b> <ul style="list-style-type: none"> <li>• CSB Director</li> <li>• Division Manager</li> <li>• Fiscal</li> </ul>	<p>Camilla Rand, CSB Director, welcomed Policy Council representatives and thanked representatives for attending.</p> <p>Administrative updates:</p> <ul style="list-style-type: none"> <li>• On Tuesday, April 14, 2020, CSB opened three emergency childcare classrooms to front line county health care workers. <b>We are proud of the 54 CSB teaching staff and Site Supervisors</b> who have volunteered to be the first to provide this essential service. Balboa, GM Concord and Los Arboles will host these first classrooms, which will each house cohorts of 10 preschool children and will follow strict health and safety guidelines for childcare centers as directed by the CDC, Health Services and Community Care Licensing. We are planning to open two more classrooms at George Miller Concord and Los Arboles by the week’s end. Katharine will discuss in her report all that we are doing to ensure the utmost safety of our staff and cleanliness of the facilities.</li> <li>• The State Department of Education has released a management bulletin to programs with guidance on emergency childcare. This will be for existing families who are essential workers, as described by the Governor on March 16 as well as other essential workers in the county. This will be staffed on a voluntary basis. We have asked for volunteers this week.</li> <li>• Families - We are continuing to support all CSB families in a variety of ways during this time:             <ul style="list-style-type: none"> <li>▪ We have set up a hotline number for families to call with needs. Each week, we receive up to 60 calls. The needs this week were Food, diapers, wipes, rental assistance, energy assistance, and educational supplies. All needs have been accommodated.</li> </ul> </li> </ul>



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	<ul style="list-style-type: none"> <li>▪ We have set up weekly diaper/wipe/formula “Grab and Go” on Tuesdays at Fairgrounds and George Miller III – 27 families were served in total this week. We are adding educational supplies this week that includes crayons, scissors, pencils, and paper.</li> <li>▪ George Miller III teaching staff provided 118 families with education supplies and activities on Thursday, April 9. Staff prepared the supplies and families picked them up throughout the day as needed.</li> <li>▪ We send weekly text and e-mail messages through our CLOUDs system with activities families can do at home</li> <li>▪ Our Facebook page and Twitter feeds are active with updates and community resources.</li> <li>▪ Staff continue to personally reach out to directly to families in need</li> </ul> <ul style="list-style-type: none"> <li>• Staff - Permanent staff are continuing to get paid per the county and Head Start. Other supports include:           <ul style="list-style-type: none"> <li>▪ The county is providing additional paid leave for permanent and temporary staff during this time, through December 2020</li> <li>▪ Wellness Activities are a standard opening for each teleconference meeting and these various activities indicate that staff are resilient and keeping an attitude of gratitude while sharing ideas to overcome challenges of working at home. Weekly wellness messages are sent to staff to help keep morale up.</li> <li>▪ Teachers have picked up the surface computers from their classrooms to bring home to catch up on paperwork and communicate with families. Those without internet connection are being provided with VPN tokens whenever possible.</li> <li>▪ Assistant Directors and Site Supervisors are in regular communications with staff to ensure needs are met.</li> </ul> </li> </ul> <p>Katharine Mason, Division Manager, Enrollment and Attendance statistics:</p> <p>February</p> <ul style="list-style-type: none"> <li>• Enrollment: 98.74% for Head Start; 101% for Early Head Start; 100% for Early Head Start Child Care Program Partnership #1; and 98.8% for Early Head Start Child Care Program Partnership #2.</li> <li>• Attendance: 84.11% for Head Start; 84.31% for Early Head Start; 92.33 % for Early Head Start Child Care Program Partnership #1; and 82.27% for Early Head Start Child Care Program Partnership #2.</li> </ul> <p>March</p> <ul style="list-style-type: none"> <li>• Enrollment: 98.37% for Head Start; 98.71% for Early Head Start; 97.22% for Early Head Start Child Care Program Partnership #1; and 98.42% for Early Head Start Child Care Program Partnership #2.</li> <li>• Attendance: 65.60% for Head Start; 54.85% for Early Head Start; 76.89% for Early Head Start Child Care Program Partnership #1; and 63.19% for Early Head Start Child Care Program Partnership #2.</li> </ul> <p>Program Updates:  <u>Emergency Childcare (ERCC)</u>      The primary goal: to ensure staff and children are healthy, safe, and protected while providing a developmentally appropriate and fun environment for the children.</p>



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	<p>This modified childcare is different from what we are used to: HSPPS does not apply and almost all licensing requirements have been waived. This program is based on infection control guidance from the Health Officer, Child Care License instructions for emergency childcare, and the expertise and creativity of our Content Area Managers, Assistant Directors and Site Supervisors. These dedicated staff have worked closely with Health Services during the last three weeks to develop an emergency childcare (ERCC) program that meets the community’s need for childcare for hospital workers while following and in some cases exceeding best practices for the <b>safety of our staff</b>, including:</p> <p>For childcare:</p> <ul style="list-style-type: none"> <li>• Four-hour shifts to support staff who may need to care for other family members</li> <li>• Small, consistent groups of children and providers with no more than 10 children per group</li> <li>• PPE (personal protective equipment) for all staff that includes masks and gloves, and cover-up for infant caregivers</li> <li>• Strict cleaning and sanitization procedures aligned with CDC guidance</li> <li>• Strict pick-up and drop off procedures that minimize people in/out of classrooms</li> <li>• Policies that screen and monitor children and staff for signs of illness, and strict illness exclusion policies</li> <li>• Training and Q&amp;A opportunity prior to starting</li> </ul> <p>Our kitchen will be operating to serve 3 meals a day to the children. For kitchen staff:</p> <ul style="list-style-type: none"> <li>• PPE for all staff</li> <li>• Practicing social distancing, cleaning and sanitation guidelines in the workplace</li> <li>• Policies that screen staff for illness</li> <li>• Safe food handling training for those new to the kitchen</li> </ul> <p><b>ERCC Service plan</b> at this time is to open five (5) classrooms this week, 7am-6pm as needed. Need for childcare and available staffing will determine where we go from there.</p> <ul style="list-style-type: none"> <li>• Balboa: 10 preschool</li> <li>• GMC: 10 preschool; 10 mixed age group family care</li> <li>• Los Arboles: 10 preschool, 10 toddler</li> <li>• Later: more classes possible at Balboa, GMC, and Ambrose, based on need and staffing.</li> <li>• 54 volunteers: teaching staff and site supervisors!</li> <li>• Emphasis placed on teaching &amp; practicing infection control measures detailed in Contra Costa Health Services (CCHS), community care licensing (CCL) &amp; Center for Disease Control (CDC) guidance, including handwashing and not touching one’s face</li> <li>• Educational programming designed to support the teachers in working with young children to teach and practice good hygiene and social distancing</li> </ul>



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	<p>Facility cleaning &amp; sanitation:</p> <ul style="list-style-type: none"> <li>• Nightly cleaning by professional janitorial</li> <li>• Designated staff to clean and sanitize throughout the day, specifically commonly used equipment and frequently touched surfaces</li> <li>• Centers will be thoroughly cleaned prior to resuming normal operation</li> </ul> <p><u>Services to Enrolled families</u></p> <ul style="list-style-type: none"> <li>• The <b>Family Resource Hotline</b> went live Monday, March 25, and has received <b>131 calls</b> as of April 13, 2020. The needs are (in priority order): Food, diapers/wipes, financial assistance (rent/energy bills), and educational materials.</li> <li>• <b>Grab-n-Go Diaper/Wipe/Formula Distribution</b> began on March 31 and occurs weekly on Tuesday. As of April 13, 2020, <b>56 families</b> have received diapers and 1 has received formula. Educational supplies will be added to these events beginning April 12, 2020.</li> <li>• The Comprehensive Services Team, including the Partner unit, have made an average of <b>111 touchpoints daily</b> with families since March 23, 2020.</li> <li>• Site Supervisors and teachers are contacting families and providing a variety of educational activities such as Grab &amp; Go bags, or video story time or exercise class.</li> <li>• <b>Educational Grab &amp; Go</b> bags have been created for families in need of educational supplies at home, such as crayons, scissors, pencils, &amp; paper. As of April 15, 2020, 24 families have received the materials.</li> </ul> <p>Haydee Ilan, Accountant III presented the following fiscal reports:</p> <ul style="list-style-type: none"> <li>○ <b>2019-2020 Head Start Program: January 2020</b> year to date cash expenditures were \$640,110 YTD, which represents 4% of the program budget.</li> <li>○ <b>2019-2020 Early Head Start Program: January 2020</b> year to date cash expenditures were \$45,293 YTD, which represents 1% of the program budget.</li> <li>○ <b>2019-2020 Early Head Start – CC Partnership: January 2020</b> year to date cash expenditures were \$438,639 YTD, which represents 39% of the program budget.</li> <li>○ <b>2019-2020 Early Head Start – CC Partnership #2: January 2020</b> year to date cash expenditures were \$1,567,983 YTD, which represents 42% of the program budget.</li> <li>○ <b>2019-2020 Head Start Program: February 2020</b> year to date cash expenditures were \$1,533,894 YTD, which represents 9% of the program budget.</li> <li>○ <b>2019-2020 Early Head Start Program: February 2020</b> year to date cash expenditures were \$161,471 YTD, which represents 4% of the program budget.</li> <li>○ <b>2019-2020 Early Head Start – CC Partnership: February 2020</b> year to date cash expenditures were \$509,074 YTD, which</li> </ul>



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	<p>represents 45% of the program budget.</p> <ul style="list-style-type: none"> <li>○ <b>2019-2020 Early Head Start – CC Partnership #2: February 2020</b> year to date cash expenditures were \$2,007,613 YTD, which represents 54% of the program budget.</li> <li>○ <b>Credit Card expenditures</b> for all programs, including Head Start and Early Head Start, for the month of <b>January 2020</b> were \$6,259.35.</li> <li>○ <b>Child and Adult Care Food Program: January 2020</b> total meal served including breakfast, lunch, and supplements were 31,733.</li> </ul>																																																								
<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Consider Approval of FY 2020 - 21 Carryover Budget for Early Head Start Child Care Partnership #2</li> </ul>	<p>Haydee Ilan, Accountant III, provided an overview of the FY 2020 - 21 Carryover Budget for Early Head Start Child Care Partnership #2. CSB is requesting a carryover of unspent funds of \$1,798,050 from FY 2019 – 20 Early Head Start – CCP 2 program, to finance the facilities work in progress and other necessary expenditures. CSB is also requesting a waiver of the Non-Federal match since most of the building and Facilities improvement cannot generate volunteer activities from the community.</p> <p>The planned expenditures for the unobligated balance will be allocated as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">DESCRIPTION</th> <th style="text-align: right;">Carryover Budget</th> </tr> </thead> <tbody> <tr><td>a. PERSONNEL</td><td style="text-align: right;">-</td></tr> <tr><td>b. FRINGE BENEFITS</td><td style="text-align: right;">-</td></tr> <tr><td>c. TRAVEL</td><td style="text-align: right;">-</td></tr> <tr><td>d. EQUIPMENT</td><td style="text-align: right;">-</td></tr> <tr><td>e. SUPPLIES</td><td style="text-align: right;">-</td></tr> <tr><td>f. CONTRACTUAL</td><td style="text-align: right;">\$ 586,010</td></tr> <tr><td>g. CONSTRUCTION</td><td style="text-align: right;">-</td></tr> <tr><td>h. OTHER</td><td style="text-align: right;">1,212,040</td></tr> <tr><td><b>I. TOTAL DIRECT CHARGES</b></td><td style="text-align: right;"><b>\$1,798,050</b></td></tr> </tbody> </table> <p><b>A motion to approve the FY 2020 - 21 Carryover Budget for Early Head Start Child Care Partnership #2 was made by Daisy Templeton and seconded by Andres Torres. The motion passed.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Ayes</th> <th>Nays</th> <th>Abstentions</th> <th colspan="2">Not Present</th> </tr> </thead> <tbody> <tr> <td>Nancy Santos</td> <td>Liliana Gonzalez</td> <td></td> <td></td> <td>Jasmine Cisneros</td> <td>Jamillah Moore</td> </tr> <tr> <td>Charles Latham</td> <td>Katie Cisco</td> <td></td> <td></td> <td>Nivette Moore Mason</td> <td>Emma Swafford</td> </tr> <tr> <td>Monica Avila</td> <td>Daisy Templeton</td> <td></td> <td></td> <td>Dominique Washington</td> <td></td> </tr> <tr> <td>Mariam Okesanya</td> <td>Jonathan Bean</td> <td></td> <td></td> <td>Maria Barrios</td> <td></td> </tr> <tr> <td>Tracy Keeling</td> <td></td> <td></td> <td></td> <td>Damaris Santiago</td> <td></td> </tr> </tbody> </table>	DESCRIPTION	Carryover Budget	a. PERSONNEL	-	b. FRINGE BENEFITS	-	c. TRAVEL	-	d. EQUIPMENT	-	e. SUPPLIES	-	f. CONTRACTUAL	\$ 586,010	g. CONSTRUCTION	-	h. OTHER	1,212,040	<b>I. TOTAL DIRECT CHARGES</b>	<b>\$1,798,050</b>	Ayes		Nays	Abstentions	Not Present		Nancy Santos	Liliana Gonzalez			Jasmine Cisneros	Jamillah Moore	Charles Latham	Katie Cisco			Nivette Moore Mason	Emma Swafford	Monica Avila	Daisy Templeton			Dominique Washington		Mariam Okesanya	Jonathan Bean			Maria Barrios		Tracy Keeling				Damaris Santiago	
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<b>Action:</b> <ul style="list-style-type: none"> <li>Consider Approval of Early Head Start Child Care Partnership #2 Grant</li> </ul>	<p>Haydee Ilan, Accountant III, provided an overview of the Early Head Start Child Care Partnership #2 Grant. The standard one budget period is from 9/1/2020 through 8/31/2021. The Budget summary below is for Year 4 of the five-year grant period.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Budget Categories:</th> <th style="width: 60%;">FY 2020-2021 EHS Child Care Partnership</th> </tr> </thead> <tbody> <tr><td>Personnel</td><td align="right">\$1,000,000</td></tr> <tr><td>Fringe Benefits</td><td align="right">\$720,000</td></tr> <tr><td>T &amp; TA</td><td align="right">\$95,261</td></tr> <tr><td>Travel (T &amp; TA)</td><td align="right">\$17,000</td></tr> <tr><td>Supplies</td><td align="right">\$64,500</td></tr> <tr><td>Contractual</td><td align="right">\$1,088,387</td></tr> <tr><td>Other</td><td align="right">\$1,855,226</td></tr> <tr><td><b>Sub-Total of Direct Charges</b></td><td align="right"><b>\$4,840,374</b></td></tr> <tr><td>Indirect Costs</td><td align="right">\$190,000</td></tr> <tr><td><b>Total Federal Amount Being Requested</b></td><td align="right"><b>\$5,030,374</b></td></tr> <tr><td><b>Non-Federal Share</b></td><td align="right"><b>1,257,594</b></td></tr> <tr><td> </td><td> </td></tr> <tr><td><b>Total Federal and Non-Federal</b></td><td align="right"><b>\$6,287,968</b></td></tr> </tbody> </table> <p><b>A motion to approve the Early Head Start Child Care Partnership #2 Grant was made by Charles Latham and seconded by Dawn. The motion passed.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Ayes</th> <th style="width: 25%;">Nays</th> <th style="width: 25%;">Abstentions</th> <th style="width: 25%;">Not Present</th> </tr> </thead> <tbody> <tr> <td>Nancy Santos      Liliana Gonzalez</td> <td></td> <td></td> <td>Jasmine Cisneros      Jamillah Moore</td> </tr> <tr> <td>Charles Latham      Katie Cisco</td> <td></td> <td></td> <td>Nivette Moore Mason      Emma Swafford</td> </tr> <tr> <td>Monica Avila      Daisy Templeton</td> <td></td> <td></td> <td>Dominique Washington</td> </tr> <tr> <td>Mariam Okesanya      Jonathan Bean</td> <td></td> <td></td> <td>Maria Barrios</td> </tr> <tr> <td>Tracy Keeling</td> <td></td> <td></td> <td>Damaris Santiago</td> </tr> <tr> <td>Kim Pham Perez</td> <td></td> <td></td> <td>Maria Alvarado</td> </tr> </tbody> </table>				Budget Categories:	FY 2020-2021 EHS Child Care Partnership	Personnel	\$1,000,000	Fringe Benefits	\$720,000	T & TA	\$95,261	Travel (T & TA)	\$17,000	Supplies	\$64,500	Contractual	\$1,088,387	Other	\$1,855,226	<b>Sub-Total of Direct Charges</b>	<b>\$4,840,374</b>	Indirect Costs	\$190,000	<b>Total Federal Amount Being Requested</b>	<b>\$5,030,374</b>	<b>Non-Federal Share</b>	<b>1,257,594</b>			<b>Total Federal and Non-Federal</b>	<b>\$6,287,968</b>	Ayes	Nays	Abstentions	Not Present	Nancy Santos      Liliana Gonzalez			Jasmine Cisneros      Jamillah Moore	Charles Latham      Katie Cisco			Nivette Moore Mason      Emma Swafford	Monica Avila      Daisy Templeton			Dominique Washington	Mariam Okesanya      Jonathan Bean			Maria Barrios	Tracy Keeling			Damaris Santiago	Kim Pham Perez			Maria Alvarado
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Supplies	\$64,500																																																											
Contractual	\$1,088,387																																																											
Other	\$1,855,226																																																											
<b>Sub-Total of Direct Charges</b>	<b>\$4,840,374</b>																																																											
Indirect Costs	\$190,000																																																											
<b>Total Federal Amount Being Requested</b>	<b>\$5,030,374</b>																																																											
<b>Non-Federal Share</b>	<b>1,257,594</b>																																																											
<b>Total Federal and Non-Federal</b>	<b>\$6,287,968</b>																																																											
Ayes	Nays	Abstentions	Not Present																																																									
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TOPIC	RECOMMENDATION / SUMMARY																																																															
	Andres Torres Emily Ferne Dawn Miguel			Cristal Rodriguez Earl Smith Maria Bautista																																																												
<b>Action:</b> <ul style="list-style-type: none"> <li>Consider Approval of CSB Admissions Priorities &amp; Selection Criteria</li> </ul>	<p>Sarah Reich, ASAIII, provided an overview of the 2020-2021 CSB Admissions Priorities and Selection Criteria previously approved on January 15, 2020. Edits made on the Infant/Toddler section items 3 and 4 were switched to match the preschool side.</p> <p><b>A motion to approve the 2020-2021 CSB Admissions Priorities and Selection Criteria was made by Andres Torres and seconded by Emily Ferne. The motion passed.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Ayes</th> <th>Nays</th> <th>Abstentions</th> <th colspan="2">Not Present</th> </tr> </thead> <tbody> <tr> <td>Nancy Santos</td> <td>Liliana Gonzalez</td> <td></td> <td></td> <td>Jasmine Cisneros</td> <td>Jamillah Moore</td> </tr> <tr> <td>Charles Latham</td> <td>Katie Cisco</td> <td></td> <td></td> <td>Nivette Moore Mason</td> <td>Emma Swafford</td> </tr> <tr> <td>Monica Avila</td> <td>Daisy Templeton</td> <td></td> <td></td> <td>Dominique Washington</td> <td></td> </tr> <tr> <td>Mariam Okesanya</td> <td>Jonathan Bean</td> <td></td> <td></td> <td>Maria Barrios</td> <td></td> </tr> <tr> <td>Tracy Keeling</td> <td></td> <td></td> <td></td> <td>Damaris Santiago</td> <td></td> </tr> <tr> <td>Kim Pham Perez</td> <td></td> <td></td> <td></td> <td>Maria Alvarado</td> <td></td> </tr> <tr> <td>Andres Torres</td> <td></td> <td></td> <td></td> <td>Cristal Rodriguez</td> <td></td> </tr> <tr> <td>Emily Ferne</td> <td></td> <td></td> <td></td> <td>Earl Smith</td> <td></td> </tr> <tr> <td>Dawn Miguel</td> <td></td> <td></td> <td></td> <td>Maria Bautista</td> <td></td> </tr> </tbody> </table>				Ayes		Nays	Abstentions	Not Present		Nancy Santos	Liliana Gonzalez			Jasmine Cisneros	Jamillah Moore	Charles Latham	Katie Cisco			Nivette Moore Mason	Emma Swafford	Monica Avila	Daisy Templeton			Dominique Washington		Mariam Okesanya	Jonathan Bean			Maria Barrios		Tracy Keeling				Damaris Santiago		Kim Pham Perez				Maria Alvarado		Andres Torres				Cristal Rodriguez		Emily Ferne				Earl Smith		Dawn Miguel				Maria Bautista	
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<b>Action:</b> <ul style="list-style-type: none"> <li>Consider Approval of the Central Kitchen Program Improvement Grant</li> </ul>	<p>Sarah Reich, ASA III, provided an overview of the Central Kitchen Program Improvement Grant. Community Services Bureau (CSB) is requesting to utilize Head Start funds to contribute to the cost of the relocation and renovation of the Central Kitchen. CSB has identified an alternate location (303 41st St. in Richmond) at an existing county building nearby. We anticipate the total cost of the project to be \$2.3 million and will be securing the funding through a variety of sources. This request for \$995,000 will go towards the total costs of ensuring we can continue to serve our 14 locations countywide each day.</p> <p><b>A motion to approve the Central Kitchen Program Improvement Grant was made by Emily Ferne and seconded by Tracy Keesling. The motion passed.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Ayes</th> <th>Nays</th> <th>Abstentions</th> <th colspan="2">Not Present</th> </tr> </thead> <tbody> <tr> <td>Nancy Santos</td> <td>Liliana Gonzalez</td> <td></td> <td></td> <td>Jasmine Cisneros</td> <td>Jamillah Moore</td> </tr> <tr> <td>Charles Latham</td> <td>Katie Cisco</td> <td></td> <td></td> <td>Nivette Moore Mason</td> <td>Emma Swafford</td> </tr> </tbody> </table>				Ayes		Nays	Abstentions	Not Present		Nancy Santos	Liliana Gonzalez			Jasmine Cisneros	Jamillah Moore	Charles Latham	Katie Cisco			Nivette Moore Mason	Emma Swafford																																										
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TOPIC	RECOMMENDATION / SUMMARY										
	Monica Avila Mariam Okesanya Tracy Keeling Kim Pham Perez Andres Torres Emily Ferne Dawn Miguel	Daisy Templeton Jonathan Bean		Dominique Washington Maria Barrios Damaris Santiago Maria Alvarado Cristal Rodriguez Earl Smith Maria Bautista							
<b>Action:</b> <ul style="list-style-type: none"> <li>Consider Approval of the February 15, 2020, Policy Council Minutes</li> </ul>	The minutes of February 15, 2020, Policy Council minutes were reviewed and no corrections were noted.										
	<b>A motion to approve February 15, 2020, Policy Council minutes was made by Daisy Templeton and seconded by Liliana Gonzalez. The motion passed.</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Ayes</th> <th style="width: 10%;">Nays</th> <th style="width: 10%;">Abstentions</th> <th style="width: 30%;">Not Present</th> </tr> </thead> <tbody> <tr> <td>Nancy Santos Charles Latham Monica Avila Mariam Okesanya Tracy Keeling Kim Pham Perez Andres Torres Emily Ferne Dawn Miguel</td> <td></td> <td></td> <td>Jasmine Cisneros Nivette Moore Mason Dominique Washington Maria Barrios Damaris Santiago Maria Alvarado Cristal Rodriguez Earl Smith Maria Bautista</td> </tr> </tbody> </table>				Ayes	Nays	Abstentions	Not Present	Nancy Santos Charles Latham Monica Avila Mariam Okesanya Tracy Keeling Kim Pham Perez Andres Torres Emily Ferne Dawn Miguel		
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Announcements	Ana Araujo, Comprehensive Services Manager for Parent, Family, Community Engagement, thanked the participants and shared the following announcement: <ul style="list-style-type: none"> <li>Statement of Economic Interests Form 700 will be reviewed during our next meeting.</li> <li>Comprehensive Services Team has done a wonderful job addressing the needs of the families calling the Family Resource Hotline.</li> </ul>										
Meeting Evaluation	<b><u>Pluses / +</u></b>		<b><u>Deltas / Δ</u></b>								
	<ul style="list-style-type: none"> <li>Good participation</li> <li>A recommendation was made to use video call with Zoom or Goggle Hangout</li> </ul>		<ul style="list-style-type: none"> <li>Practice muting call to block background noise</li> <li>Summarize reports to cut down on meeting time</li> </ul>								



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