

Contra Costa County
EHSD – Community Services Bureau
Head Start Policy Council Executive Committee Meeting Minutes
 Location: Teleconference - 1470 Civic Court, Concord Ca 94520

Date: 6/10/2020

Time Convened: 6:03 p.m.

Time Terminated 6:45 p.m.

Recorder: Imelda Prieto Martinez

Attendees: Katie Cisco, Daisy Templeton, Andres Torres, Jasmine Cisneros, Katharine, Camilla, and Ana Araujo

Absentees: None

TOPIC	RECOMMENDATION / SUMMARY	
<ul style="list-style-type: none"> Review Desired Outcomes and Ground Rules 	<ul style="list-style-type: none"> Katie Cisco, Chair, called the meeting to order at 6:03 p.m. Daisy Templeton, Vice-Chair, reviewed the desired outcomes. Jasmine Cisneros, Parliamentarian, reviewed the meeting ground rules. 	
<p>Action:</p> <ul style="list-style-type: none"> Review and approve March 4, 2020 Executive Meeting Minutes 	<p>The minutes were reviewed; no corrections were noted.</p> <p>A motion to approve March 4, 2020 Executive Meeting Minutes was made by Daisy Templeton and seconded by Andres Torres. The motion passed.</p>	
Staff Report	<p>Camilla Rand, CSB Director and Katharine, Division Manager, provided updates on the following items:</p> <ul style="list-style-type: none"> CSB Director Camilla Rand will be leaving CSB effective July 13, 2020. EHSD Director Kathy Gallagher has approved the Interim Director, who will step in while CSB goes through the formal hiring process. We are hoping to announce the new Interim Director by June’s Policy Council Meeting. CSB has developed a draft-reopening plan that includes phased reopening of centers across the county that will be implemented once the staff is trained on new procedures, and we have the PPE (personal protective equipment). Some of the new requirements include small group sizes of no more than 10 children, facemasks worn by all staff at all times, a suspension of family-style dining, and more. Because of the group sizes, children going to kindergarten with IEPs will be prioritized. Once these children move to the school district, we will have the opportunity to welcome more children. Priority will be given to children with IFSPs or IEPs, At-risk children, and children who are homeless. We will discuss this in further detail at the PC meeting. Two new Site Supervisors will join us in June: LaTonya Saucer for the Bayo Vista Center (promotional opportunity) and Alexis Rogers for the Verde Center. 	
<ul style="list-style-type: none"> Review May 20, 2020 Policy Council Minutes 	<ul style="list-style-type: none"> The group reviewed the May 20, 2020, Policy Council Minutes. 	
<ul style="list-style-type: none"> Set Agenda for June 17, 2020, Policy Council Meeting 	<ul style="list-style-type: none"> The group reviewed and set the agenda for June 17, 2020 Policy Council Meeting. 	
Meeting Evaluation	<p><u>Pluses / +</u></p> <ul style="list-style-type: none"> Zoom is a good meeting platform 	<p><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> Camilla is leaving