

Contra Costa County
EHSD – Community Services Bureau
Head Start Policy Council Executive Committee Meeting Minutes
 Location: Zoom Virtual Meeting

Date: 08/03/2022 Time Convened 6:04 p.m. Time Terminated 6:27 p.m. Recorder: Romina Gonzalez

Attendees: Juan Batiz, Jasmine Cisneros, Myriah Herrington, Ana Araujo, Michelle Mankewich, and Dr. Aron Alarcon-Bowen.

Absentees: Karen Medrano.

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> Review Desired Outcomes and Ground Rules 	<ul style="list-style-type: none"> Jasmine Cisneros, Chair, called the meeting to order at 6:04 p.m. Juan Batiz, Vice-Chair, reviewed the desired outcomes. Myriah Herrington, Parliamentarian, reviewed the meeting ground rules.
<ul style="list-style-type: none"> Correspondence 	<ul style="list-style-type: none"> None
<ul style="list-style-type: none"> Staff Reports 	<ul style="list-style-type: none"> Michelle Mankewich, ASA III, provided updates on the following items: Staff Development <ul style="list-style-type: none"> Beginning August 1st CSB directly operated centers implemented the following changes, to bring services back to pre-pandemic levels: <ul style="list-style-type: none"> - Parents are able to enter the classroom to drop their child(ren) off and pick their child(ren) up - Volunteers are invited back onto the sites, volunteers must have proof of COVID vaccines, MMR and a TB test - Children have resuming brushing their teeth daily onsite, children will brush teeth in small groups to limit exposure to germs - Children have returned to Family Style Dinning, serving themselves and having serving bowls on the table during the meal. Teacher will resume eating with children soon. Office of Head Start visit <ul style="list-style-type: none"> CSB was able to send a group of teachers, Site Supervisors, clerks, and managers to attend The First 1,000 Days Early Head Start conference in Las Vegas, we can't wait to hear about all that they have learned. Policies and Procedures <ul style="list-style-type: none"> The Administration for Children and Families (ACF) has provided a written report for the Special Review held in February 2022, CSB is developing a Quality Improvement Plan to address the areas of need noted in this report. A Special Policy Council meeting is set for August 8, 2022 at 6:00pm to review this report and approve the proposed Quality Improvement Plan before it is submitted to the Board of Supervisors for final approval.
<p>Action:</p> <ul style="list-style-type: none"> Review and approve May 04, 2022, Executive Meeting Minutes 	<ul style="list-style-type: none"> The minutes were reviewed; no corrections were noted. A motion to approve May 04, 2022, Executive Meeting Minutes was made by Juan Batiz and seconded by Myriah Herrington. The motion passed.

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<ul style="list-style-type: none"> Review and approve June 01, 2022, Executive Meeting Minutes 	<ul style="list-style-type: none"> The minutes were reviewed; no corrections were noted. A motion to approve June 01, 2022, Executive Meeting Minutes was made by Myriah Herrington and seconded by Juan Batiz. The motion passed. 	
<ul style="list-style-type: none"> Review and Make a Decision on Parent Recognition of Staff 	<ul style="list-style-type: none"> There is no nominations at this time. 	
<ul style="list-style-type: none"> Review June 15, 2022, Policy Council Minutes 	<ul style="list-style-type: none"> The group reviewed June 15, 2022, Policy Council Minutes and no changes are needed. 	
<ul style="list-style-type: none"> Review and set Agenda for August 8, 2022, Special Policy Council Meeting 	<ul style="list-style-type: none"> The group reviewed and set the agenda for August 8, 2022, Policy Council Meeting. 	
<ul style="list-style-type: none"> Review and set Agenda for August 17, 2022, Policy Council Meeting 	<ul style="list-style-type: none"> The group reviewed and set the agenda for August 17, 2022, Policy Council Meeting. Wellness activity: “Favorite music during road trip or vacation at the beach ” 	
Meeting Evaluation	<u>Pluses / +</u>	<u>Deltas / Δ</u>
	<ul style="list-style-type: none"> All Policy Council staff growth thought policy council term. It is nice to see Myriah Herrington again. 	<ul style="list-style-type: none"> None