



**Snohomish County Human Services
MEETING MINUTES**

**SNOHOMISH COUNTY
EARLY HEAD START POLICY COUNCIL**

Zoom Meeting Link

<https://us02web.zoom.us/j/84858665081?pwd=LFoarVlsxgBsCelpOIKrGA1dmtKEaf.1>

Passcode: 936410

**Tuesday, April 28, 2026
1:30 – 2:30 PM**

Attending

- County Staff Present: Kristina Saunsaucie, Karen Matson
- Policy Council Members Present: Nipada (Nikki) Long, Hilda Rodreguez, Feliciana Santos, Esmeralda Carranza
- Interpreter: Bertha Munoz

Called to Order

- Kristina Saunsaucie called the meeting to order at 1:34 PM. Yuri Ochoa, Chair, was unable to attend the meeting.
Quorum = 5 ☐ Quorum met ☒ Quorum not met

Welcome and Introductions

- Kristina welcomed members and members introduced themselves.

Orientation to Policy Council - Binder

- Kristina explained that she created information binders for Early Head Start Policy Council members. She requested confirmation that members had received their binders and asked if there were any questions.
- Members confirmed they had received their binders and stated their appreciation for the information.
- Kristina directed them to the sections for the annual training and for the Policy Council by-laws.
 - She requested that members review these sections prior to the next meeting.
- Kristina reminded them that they will receive hard copies of meeting minutes and other documents included during each meeting. She encouraged them to add these items to their binder.

Family Involvement

- Parent Committee share out
 - Purpose is for members to share information from their Parent Committee.
 - Nikki stated that a parent in her group is about to have a baby and would

welcome any clothing that other families might share.

- Socialization
 - Parents discussed if they could have a clothing exchange event that might also include toys and books.
 - Parents suggested offering a Saturday socialization during the summer. Staff stated they are planning a berry picking (summer) and pumpkin farm (fall) events that will be scheduled on a Saturday. In general, Saturday socialization events are a challenge as they result in additional staff costs.
 - Parents requested snacks to be offered at all socializations. Staff stated they can serve snacks at outdoor locations, but many of the indoor venues do not allow food.
- Ideas for Summer Family Events
 - End of Year Celebration
 - Each summer the program offers a program-wide celebration for enrolled families.
 - Location and activity choice depends on location (enough space for all families to participate) and cost (allowable within the program budget).
 - Kristina is finalizing budget numbers and exploring previously suggested ideas.
 - Policy Council members can share additional ideas with their home visitor.
- Harvest of the Month- Parent Choice (May)
 - Choices: Roma tomatoes, zucchini, red peppers.
 - Policy Council members chose red peppers.

Approval of Minutes

- There was not a quorum. Policy Council members agreed that they would like to approve the minutes via email/electronic vote.
 - Kristina will send an email with all the information necessary for an electronic vote.
- October, November, December 2025 and January, February and March 2026 meeting minutes
 - Action: Approval of October, November, December 2025 and January, February and March 2026 meeting minutes moved to an electronic vote as there was not a quorum.

Orientation to EHS Budget

Required Annual Training for Policy Council members

- Opportunity to review policies.
- Questions/Comments
 - Orientation to EHS budget moved to next meeting due to limited attendance.

Program Financials

Snohomish County Human Services Admin/Finance Division ensures all EHS expenditures are consistent with and allowable under EHS Grant and EHS Performance

Standards

- There was not a quorum. Policy Council members agreed that they would like to approve the financial and credit card reports via email/electronic vote.
 - Kristina will send an email with all the information necessary for an electronic vote.
- One parent requested a detailed report/list of purchases when there is an Amazon purchase on the credit card report. Staff agreed to request this information from finance staff and will provide as available.
- September, October, November, and December 2025, and January and February 2026 Program Financials
 - Approval of receipt of the September, October, November, and December 2025, and January and February 2026 financials moved to an electronic vote as there was not a quorum.
- September, October, November, and December 2025, and January, February and March 2026 Credit Card Reports
 - Approval of receipt of the September, October, November, and December 2025, and January, February, and March 2026 Credit Card reports moved to an electronic vote as there was not a quorum.

Management Report

Kristina presented the Management report.

- Enrollment Update including vacancies over 30 days
 - Program is fully enrolled at 82.
 - There were no vacancies over 30 days.
 - 14 Families (children or pregnant people) currently on waitlist.
 - Program will increase outreach and recruitment activities to ensure full enrollment in September when 3-year-olds exit the program.
- Staffing updates
 - The program has been notified that we should not anticipate any funding increases for the next program year. As a result, the program is choosing not to hire/replace staff at this time given that program costs (especially staff salaries and benefits) are increasing, and we are required to keep our expenses within our funding allocation; the program will likely have to decrease costs in next year's application.
- Program Information Data (see below)
This Report shows data about families enrolled during 2025-26 Program Year. If there are questions, contact Kristina.

Update – Office of Head Start

- There were no official updates from the Office of Head Start this month.

Continuation Grant Application -Year 3

5-year grant award with annual continuation application with budget (2025-2029)

Kristina shared information about the status of the Year 3 Continuation Grant Application with budget. The program is required to submit a grant application each year.

- Self-Assessment meeting will be on June 1, 2026 (Monday), 1-4 pm.
 - Meeting will be in-person, and all parents are invited to attend.
 - The meeting will include a review of community assessment data and the Strategic Plan which includes Program and School Readiness goals.
 - Meeting information and invites will be sent once a location has been determined.
 - Mileage and childcare costs are reimbursed for participating parents.
- Application and budget (June).
- Policy Council review and recommend approval/not approval of application (July)
- Governing Body – County Council – review and approval/not approval of application (August).
- Application submitted (September 30).

Announcements

- May Meeting Date May 26, 2026, from 1:30 to 2:30

Meeting Adjourned

Meeting adjourned at 2:23 PM.

Note: If you have questions, please contact Kristina Saunsaucie at 425-388-6439 or Kristina.Saunsaucie@snoco.org

PROGRAM INFORMATION REPORT-Program Year 2025-2026

Program Enrollment and Attendance

Early Head Start program enrollment as of September 1, 2025, through March 31, 2026

• Total Cumulative Enrollment:	<u>100</u>
• Total Current Enrollment:	<u>82</u>
• Under 100% FPL:	<u>20</u>
• Public Assistance:	<u>48</u>
• Foster Care:	<u>5</u>
• Homeless Families:	<u>22</u>
• % of Over-Income Families (100-130% FPL):	<u>1%</u>
• % of Over-Income Families (> 130% FPL):	<u>6%</u>
• % of Children with an IFSP:	<u>21%</u>
• Current Waiting List:	<u>14</u>
• % of Completed Home Visits	<u>77%</u>
• Vacancies over 30 Days:	<u>0</u>

Demographics and Health Data

• Pregnant People:	<u>7</u>
• Children Under 1 Year:	<u>23</u>
• Children 1 – 2 Years:	<u>25</u>
• Children 2 – 3 Years:	<u>27</u>
• Families with home language other than English:	<u>56%</u>
• Children with a medical home:	<u>100%</u>
• Children with a dental home:	<u>98%</u>
• Well-Child Exams Completed:	<u>89%</u>
• Dental Screenings:	<u>74%</u>
• Immunizations Up to Date:	<u>79%</u>