



**Snohomish County Human Services  
MEETING MINUTES**

**SNOHOMISH COUNTY  
EARLY HEAD START POLICY COUNCIL**

Zoom Meeting Link

<https://us02web.zoom.us/j/84858665081?pwd=LFoarVIsxgBsCelpOIKrGA1dmtKEaf.1>

Passcode: 936410

---

**Monday, January 26, 2026  
1:30 – 2:30 PM**

**Attending**

- County Staff Present: Karen Matson, Mellissa Hiatt, Alejandra Woods (providing interpretive services)
- Policy Council Members Present: Aaliyah Ayaler, Yuri Ochoa, Feliciano Santos, Itzel Canseco

**Called to Order**

Yuri Ochoa called the meeting to order at 1:44 PM.

Quorum met       Quorum not met

**Approval of Minutes**

- October 2025
  - Action: Approval of November minutes moved to the next meeting as there was not a quorum.
- November 2025
  - Action: Approval of November minutes moved to the next meeting as there was not a quorum.
- December 2025
  - Action: Approval of November minutes moved to the next meeting as there was not a quorum.

**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*

Program financials and credit card reports were not shared as there was not a quorum.

- September, October, and November 2025 Program Financials
- September, October, and November 2025 Credit Card Reports
  - Action: Approval of receipt of the September, October, and November 2025 financials and the September, October, and November 2025 Credit Card Reports moved to the next meeting as there was not a quorum.

## Management Report

Karen Matson presented the Management report.

- Enrollment Update
  - Program is fully enrolled at 82.
    - The EHS Program is required to provide the information here to families.
    - The EHS Program is required to stay enrolled at 97 percent.
    - The job of the Policy Council is to ask why the program is not enrolled and when this will happen.
  - Three children will exit this month.
  - There were no vacancies over 30 days.
- Staffing updates
  - There is currently one vacant ITS full-time position.
  - Applications have been received from applicants.
  - Plans to go ahead with interviews in January to fill the vacant position were put on hold until receiving a Notice of Funding Award.
  - The plan is to carry the interviews forward now that notice of funding was received.
- Program Information Data (see below)  
*This Report shows data about families enrolled for the full 2024-25 Program Year. If there are questions, contact Kristina.*
  - Karen noted items of interest and provided rationale. Special interest items included:
    - Twenty-two percent of children enrolled are on an IFSP.
    - Look at percentage of completed home visits. The completion rate should be 90 percent. The EHS Program should come back to the next Policy Council meeting prepared to share the plan to increase the current percentage from 70 percent to 90 percent and ask the Policy Council for recommendations.
    - Look at family's percentage whose home language is not English. The EHS Program should be providing many activities in languages other than English
- Full Enrollment Initiative Update
  - The EHS program has been fully enrolled every month during the Full Enrollment Initiative.
  - EHS received notice of completion of the Full Enrollment Initiative
  - Karen shared that the program received funding for an entire year.
  - The Full Enrollment Initiative was completed without being required to reduce capacity.

## Update – Office of Head Start

Karen shared information about the current federal shutdown.

- Federal Shutdown
  - Funding was approved for entire year. If another shut down occurs, our program will not be affected.

## **Continuation Grant Application -Year 2**

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

Karen shared information about the status of the Year 2 Continuation Grant Application with budget.

- The EHS Program received the Notice of Award (NOA) for full funding received December 23, 2025
- Snohomish County is processing and acknowledging receipt of NOA

## **Parent/Caregiver Sharing**

*Purpose to share information from Parent Committee.*

Yuri Ochoa open the floor for sharing. Karen prompted the sharing asking What would you like to add to the program-program. What other feedback do you have? What has been discussed at parent meetings?

- PC Member Comments
  - Participants said they would like to have more of a variety of events and socializations outdoors (like parks, the pumpkin patch and blueberry picking) and events where we all get together. Additionally, a member thanked the program for continuing funding and providing resources like clothes for the children.

## **Announcements**

- February 23, 2026, is next meeting date.

## **Meeting Adjourned**

Karen Matson adjourned meeting at 1:47 PM.

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

## **PROGRAM INFORMATION REPORT**

Program Year 2025-2026 –Data as of December 31, 2025

### **Program Enrollment and Attendance**

Early Head Start program enrollment as of December 31, 2025

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>6%</u>
• % of Over-Income Families (> 130% FPL):	<u>1%</u>
• % of Children with an IFSP:	<u>21%</u>
• Current Waiting List:	14
• % of Completed Home Visits	<u>70%</u>
• Vacancies over 30 Days:	0

**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>