



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

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**Monday, August 18, 2025  
1:30 – 2:30 PM**

**Attending**

- County Staff Present: Kristina Saunsaucie, Karen Matson, Mellissa Hiatt, Margarita Ferrel (providing interpretive services)
- Policy Council Members Present: Aalyer Alexander, Esmeralda Carranza, Yuri Ochoa, Hilda Rodríguez, Feliciano Santos, Maria (Esther) Lozano

**Called to Order**

- Kristina Saunsaucie called the meeting to order at 1:34 PM.
- ☒ Quorum met    ☐ Quorum not met

**Approval of Minutes**

- June 2025
  - Action: Motion to approve June minutes without concern Yuri Ochoa, Second Aalyer Alexander
  - Motion passed with unanimous approval.

**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*

Karen shared information regarding the May - July program financials.

- May, June, July 2025 Financials
  - May – July Financials pending legal guidance.

**Policy Council Election**

- Received notification of resignation of Policy Council Chair leaving an open position for the remainder of the 2025 term.
- Kristina shared the Policy Council needs to elect a new chair for August – December 2025.
- Kristina opened the floor for discussion and nominations for Chair.
  - In reply to questions, Kristina shared clarifications to the role.
    - Chair Role: Co-plan agenda with Kristina and vice-chair, facilitate meetings, participate in Advisory Committee quarterly

- Chair role attends monthly Policy Council meeting. Meetings are virtual and the chair will meet one additional time each month for a half hour to plan agenda, Chair will also call meetings to order, manage votes during the meetings and attend the advisory committee meeting quarterly
- Interpreters are always available,
- Meetings are regularly schedule on 4<sup>th</sup> Monday of the month, and the planning meeting is flexible to your schedule.
- Nominations and voting for Chair
  - Nominations: Yuri Ochoa
  - Voted unanimously for this decision
  - New Chair: Yuri Ochoa

## **Management Report**

Kristina presented the Management report.

- Enrollment Update
  - Program is enrolled at 79
  - There have been no vacancies over 30 days.
  - The program is working to be fully enrolled by the end of August.
  - Currently recruiting families for the upcoming school year.
  - Kristina encouraged attendees to share recruitment information with friends and family as the program is now actively recruiting and accepting applications to enroll in Early Head Start in the upcoming program year.
- Staffing updates
  - There are no staff updates.
- Program Information Data (see below)  
*This will be on the agenda each month. If there are questions, contact Kristina.*
- Full Enrollment Initiative Update
  - Program was notified that OHS completed a review of the December 2024 program enrollment data at the end of February and thus did not officially begin our 6-month monitoring period until March of 2025. The 6-month monitoring period will be March, April, May, September, October, and November 2025.
  - The plan is to be fully enrolled. If not fully enrolled, the initiative would start again.
  - Families inquired how the new guidance might impact enrollment.
    - Karen shared that this is unclear, and families will be updated as new information is made available.

## **Update – Office of Head Start**

- Funding update
  - No new updates

## **Continuation Grant Application Process**

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

- 2025 Self-Assessment
  - Policy Council reviewed and discussed Self-Assessment (See attached)
  - Kristina asked participants if there are other areas families think staff could grow skills in or anything that is being overdone.
    - Members commented that the plan is all good, important, and very much needed.
  - Action: Motion to recommend approval of 2025 Self-Assessment to Advisory Committee Ester Lozano; Second Yuri Andrea
  - Motion passed with unanimous approval.

- 2026 Application: Program Budget
  - Karen shared application process and budget overview
  - Action: Motion to recommend approval of 2025 Application: Budget to Advisory Committee Aalyer Alexander; Second Esther Lozano
  - Motion passed with unanimous approval.
- Advisory Committee will review during August 21, 2025, meeting and will vote to recommend approval/non-approval of 2025 Self-Assessment and Application Budget by Governing Body (County Council)
- Staff will submit the Year 1 Application by September 30, 2025

### **Parent/Caregiver Sharing**

*Purpose to share information from Parent Committee.*

No time available for parent sharing.

### **Announcements**

- Reminder: Thursday, August 21, 2025 is the End of the year celebration
- Next meeting: September 22, 2025
- Kristina will update member list and send out new zoom link for next meeting

### **Meeting Adjourned**

- Kristina adjourned meeting at 2:29 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 DATA – September 2024 thru July 2025

### **Program Enrollment and Attendance**

Early Head Start program enrollment as of July 31, 2025

- Total Cumulative Enrollment: 126
- Total Current Enrollment: 82
- Under 100% FPL: 24%
- Public Assistance: 47%
- Foster Care: 4%
- Homeless Families: 21%
- % of Over-Income Families (100-130% FPL): 1%
- % of Over-Income Families (> 130% FPL): 5%
- % of Children with an IFSP: 20%
- Current Waiting List: 12
- % of Completed Home Visits: 79%
- Vacancies over 30 Days: 0

### **Demographics and Health Data**

- Pregnant People: 4
- Children Under 1 Year: 22
- Children 1 – 2 Years: 21
- Children 2 – 3 Years: 35
- Families with home language other than English: 56%
- Children with a medical home: 100%
- Children with a dental home: 100%
- Well-Child Exams Completed: 93%
- Dental Screenings: 78%
- Immunizations Up to Date: 87%