



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

**Monday, May 19, 2025
1:30 – 2:30 PM**

Attending

- County Staff Present: Kristina Saunsaucie, Karen Matson, Mellissa Hiatt. Margarita Ferrel (providing interpretation)
- Policy Council Members Present: Aalyer Alexander, Esmeralda Carranza, Yuri Ochoa, Itzel Canseco,

Called to Order

- Kristina Saunsaucie, called the meeting to order at 1:43 PM.
- ☐ Quorum met ☒ Quorum not met

Approval of Minutes

- March 2025
- April 2025
 - Action: Approval of March and April minutes moved to the next meeting as there was not a quorum

Program Financials

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

- February and March Management Report
 - *Snohomish County Human Services Admin/Finance Division ensures all EHS expenditures are consistent with and allowable under EHS Grant and EHS Performance Standards*
- Vote on approval of receipt of the February and March 2025 financials and the January, February (revised), and March 2025 Credit Card Reports
 - Action: Approval of receipt of the February and March 2025 financials and the January, February (revised), and March 2025 Credit Card Reports moved to the next meeting **as** there was not a quorum

Management Report

Kristina presented the Management report

- Enrollment Update
 - Program is fully enrolled (82)
 - There have been no vacancies over 30 days
 - Children will be exiting the program in September to preschool and staff are actively recruiting to fill the anticipated vacant slots
- Staffing updates
 - 1 staff will be on leave starting in June
 - Program has hired a temporary staff who will start in June; she is bi-lingual (English/Spanish), and has over ten (10) years' experience
- Selection Criteria Update
 - Propose small change in language: use "limited English proficiency" instead of "home language other than English"
 - Policy Council will need to approve/disapprove by vote
 - Item will be moved to the June meeting as there is not a quorum
- Program Information Data (see below)
- Full Enrollment Initiative Update
 - Program received notification of completion of the initial Enrollment Initiative
 - Requires that the program maintains full enrollment for an additional 6 months beginning February 2025, per verbal conversation
 - Program has met full enrollment criteria for February, March April, and May
 - Summer months are not used to capture full enrollment data; October is the end of our six-month maintenance period

Update – Office of Head Start

Kristina presented Office of Head Start update

- Region X Office closure
 - Our program is now part of the Office of Head Start West which will support 13 states
 - We have been told to expect delays in processing of applications, invoices, etc.
- Reduced Staff support from Region X/OHS
 - Program is experiencing reduced staff support from OHS
- Funding update
 - Still waiting for the 2nd ½ of funding for 2025; it is delayed due to decreased OHS staffing
 - Continuing to move forward with the annual renewal application for 2026, due in September 2025

Continuation Grant Application Process

Karen presented information about the Snohomish County EHS 2025 grant continuation application process

- 5-year grant award with annual continuation application with budget (2025-2029)
 - Our program year is January – December; the continuation application (for 2026) is due September 30, 2025
- Hiring consultant to help with application process
 - Many changes this year to application/process prompting the need for a consultant
- Virtual meeting (June 5 from 12:00 pm- 3:00 pm)
 - Self-Assessment update scheduled for May 19 – invites for in-person meeting

- Staff and families come together and complete the program self-assessment to identify needs and establish future goals
- Families provide their thoughts about what is working well and where changes may be needed to improve program quality
- Review Program and School Readiness goals
- Review Strategic Plan
- Application and budget drafted by staff (June)
- Policy Council and Advisory Committee review and recommend approval/not approval of application and budget (July)
- Governing Body – County Council – review and approval/not approval final grant application (August)
- Final application submitted (September 30)

Parent/Caregiver Sharing

- Purpose to share information from Parent Committee
 - Member (Aayeler) working on goals and making it to socialization has been hard due to scheduling conflicts
 - Member (Esmarelda) reports going well, received ideas for helping child with first steps, focusing on animal sounds (cow, dog)

Announcements

- June 23rd next meeting date

Meeting Adjourned

- Kristina Saunsaucie, adjourned meeting at 2:10 PM

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

PROGRAM INFORMATION REPORT DATA – September 2024 thru April 2025

Program Enrollment and Attendance

Early Head Start program enrollment as of April 30, 2025

Total Cumulative Enrollment: 125

- Total Current Enrollment: 82
- Under 100% FPL: 18%
- Public Assistance: 56%
- Foster Care: 4%
- Homeless Families: 15%
- % of Over-Income Families (100-130% FPL): 1%
- % of Over-Income Families (> 130% FPL): 6%
- % of Children with an IFSP: 18%
- Current Waiting List: 8
- % of Completed Home Visits 77%
- Vacancies over 30 Days: 0

Demographics and Health Data

- Pregnant People: 3
- Children Under 1 Year: 16
- Children 1 – 2 Years: 33

- Children 2 – 3 Years: 30
- Families with home language other than English: 56%
- Children with a medical home: 100%
- Children with a dental home: 100%

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