



Snohomish  
County Human  
Services

**MEETING MINUTES  
SNOHOMISH  
COUNTY  
EARLY HEAD START POLICY COUNCIL**

Zoom Meeting Link

<https://us02web.zoom.us/j/84858665081?pwd=LFoarVlsxqBsCelpOlKrGA1dmtKEaf.1>  
Passcode: 936410

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**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 2<sup>nd</sup> 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](mailto: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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