



**MEETING AGENDA  
NORTH SNOHOMISH COUNTY  
EARLY HEAD START POLICY COUNCIL**

Zoom Meeting Link

<https://us02web.zoom.us/j/84520100557?pwd=K2VzKzQ2eXpQa25Va2ozR0h5MXhIZz09>

Passcode: 381234

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**May 13, 2024  
1:15-2:15 PM**

**Attending**

- **Staff:** Kristina Saunsaucie, Karen Matson, Mellissa Hiatt
- **Policy Council Members:** Janell Sawyer
- **Interpreter:** Monica Gibson

**Approval of Minutes**

- Approval of March 2024 meeting minutes
- Approval of April 2024 meeting minutes
  - Kristina acknowledged no quorum unable to approve minutes
  - Asked for a volunteer to chair meeting
  - Janelle Sawyer volunteered to chair meeting

**Program Financials**

- Purchase Card – Jan-April 2024
- Review, questions, recommendations

**Management Report**

- Program Updates
  - Enrollment Update
    - Full enrollment as of April
      - Based on the # of participants in that month
      - Expecting enrollment to go down a little bit in May
      - Building new ITS caseload up slowly
      - Several Families on Waitlist
- Staffing updates
  - Monica Gibson has filled one of the two ITS openings
  - The 2<sup>nd</sup> ITS opening has been filled and the individual will be starting July 3<sup>rd</sup>
    - Has previous Infant Toddler Experience
- Strategic Planning- June 1<sup>st</sup> 9:30-3:30 in person
  - Scheduled Saturday, June 1<sup>st</sup>, 930-3 pm

- Consultants will facilitate small group and other ways to give feedback, in addition to large group
- Hoping to have Policy council representation and additional families.
  - Important to have family voice in planning
- Lunch will be provided
- Each ITS will bring a representative of their area
- If time allows, we may share a draft of strategic plan to gain some additional feedback and gathering parent feedback from sites by policy council members to bring forward
- Unable to provide childcare but can reimburse as well as pay mileage.
  - Reimbursed on a set amount based on county's payment chart
- Steppingstones Event-June 8<sup>th</sup>
  - Partnering with the health department
    - Officering lead prevention screening and education
    - Machine to test lead levels (toys, spices, etc)
    - Many activities for children
    - Ideas around assisted communication for children struggling with communication
    - 3 different reps from ESL and enrollment services
    - Also Employment services, resumes, practice interviews, and more
  - PC decision on Clothing Swap
    - Council would need to organize
    - No current availability by Council to facilitate this
    - Will consider for next year
  - Share flyer

### **Policy Council Feedback/ Sharing from Parent Meetings**

- Janelle stated it would be helpful to have a weekly schedule or monthly calendar of events
  - one is available for May and June-
    - Kristina will provide
- Participant asked-Is there a way to give feedback if someone is unable to attend?
  - Idea by participant-provide questions and have families unable to attend provide feedback, review answers, and bring answers back to share at the event
    - Kristina will put a packet together with information and questions

### **Meeting Adjourned**

- Janelle moved to adjourn meeting
- Meeting adjourned at 1:43

**Note:** Please call Kristina Saunsaucie at 425-388-6439 or email at [Kristina.Saunsaucie@snoco.org](mailto:Kristina.Saunsaucie@snoco.org) if you have questions.