



Snohomish County
Human Services

**ADVISORY COMMITTEE MEETING MINUTES
SNOHOMISH COUNTY EARLY HEAD START**

**3000 Rockefeller Ave. Everett, WA 98201
Zoom Virtual Meeting**

August 21, 2025
11:00AM – 12:00PM

Attendees

- *Voting members:* Cynthia Foley – Chair (Snohomish County Council Legislative Analyst), Karla Beers (Budget Analyst, Sr.), Council Member Mead
- *Absent:* Policy Council Chair Yuri Ochoa
- *Staff:* Kristina Saunsaucie, Karen Matson
- *Interpreter:* not needed

Call to Order

- The meeting was called to order by Cynthia Foley, Chair at 11:05AM

New Business

- Kristina Saunsaucie announced the new Early Head Start Policy Council Chair: Yuri Ochoa
 - Yuri Ochoa was not able to attend the meeting

Approval of Minutes

- Approval of May 2025 meeting minutes
- *Action: Approve minutes May 2025*
 - Motion Council Member Mead; Second Karla Beers; Motion passed

Program Financials:

- Karen stated the May - July program financials are pending legal guidance

Management Report presented by Kristina Saunsaucie, EHS Supervisor/Director

- Enrollment Update at the end of April
 - Currently enrolled at 80
 - There are no vacancies over 30 days
 - There are 16 eligible children and pregnant persons on the waitlist with others in the process of enrolling in August
 - Program will continue to over-enroll, as possible, to ensure full enrollment as children exit

- Staffing updates
 - Temporary ITS position filled to cover extended maternity leave. Alejandra Wood hired 6/2/25. Hiring was consistent with County policies and procedures.
- Program Information Data through July 2025
 - See below
- Policy Council Update
 - Policy Council elected a new Chair
 - Policy Council recommended approval of the 2025 Self-Assessment
 - Policy Council recommended approval of the 2026 Year1 Renewal Grant Application: Program Budget

Updates Office of Head Start

- Notice of Award
 - Snohomish County received a Notice of Award (NOA) for the second half of funds on May 29, 2025 (the letter was dated May 15, 2025)
 - NOA has been under legal review; Snohomish County submitted a response today related to the recent court injunction.
- Full Enrollment Initiative
 - 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.

Supplemental Grant – Health and Nutrition

EHS program received notice that we are eligible to apply for Supplemental Grant funds

- Focus is on strengthening nutrition services and skills for families and staff
- Preferred submission date is August 22 (2.5-week turnaround time was provided) but can be submitted at any time
- Kristina reviewed proposed Snohomish County EHS application for these supplemental funds
- This application requires approval by the governing body
- Requesting that the Advisory Committee recommend approval by the County Council for supplemental application, pending recommendation by Policy Council
 - Action: recommend approval by the County Council for supplemental application, pending recommendation by Policy Council
 - Motion Council Member Mead; Second Karla Beers; Motion passed

Continuation Grant Application Process

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

- 2025 Self-Assessment
 - Advisory Committee reviewed and discussed Self-Assessment

- Action: Recommend acceptance of 2025 Self-Assessment to County Council (governing body)
- Motion Council Member Mead; Second Karla Beers; Motion passed
- 2026 Application: Program Budget
 - Advisory Committee reviewed and discussed Application: Budget
 - Action: Motion to recommend approval of 2026 Application: Budget to County Council (governing body)
 - Motion Council Member Mead; Second Karla Beers; Motion passed
- 2025 Self-Assessment and 2026 Application: Budget will be submitted to Snohomish County Council (governing body) in September 2025
- Staff will submit Year 1 Application by September 30, 2025

Announcements

- No announcements

Adjournment

- Committee Chair, Cynthia Foley, adjourned meeting at 11:57 PM

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
- 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%