



**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, February 24, 2025  
1:30 – 2:30 PM**

**Attending**

- County Staff Present: Kristina Saunsaucie, Karen Matson, Mellissa Hiatt
- Interpreter: Erika Valdez
- Policy Council Members Present: Anna Ritter, Gladys (Marilu) Guerro, Jeniffer Supulveda Acuna, Esmeralda Carranza, -Aalyer Alexander, Maritza Otiz

**Called to Order**

- Gladys (Marilu) Guerro, Vice-chair, called the meeting to order at 1:36 PM.
- ☒ Quorum met      ☐ Quorum not met

**Approval of Minutes**

- September 2024
  - Action: Motion to approve September minutes without concern Anna Ritter; Second Gladys (Marilu) Guerro
  - Motion passed, Unanimous Approval
- November 2024
  - Action: Motion to approve November minutes without concern Anna Ritter; Second Jeniffer Supulveda
  - Motion passed, Unanimous Approval
- December 2024
  - Action: Motion to approve December minutes without concern Anna Ritter; Second Gladys (Marilu) Guerro
  - Motion passed, Unanimous Approval
- January 2025
  - Action: Motion to approve January minutes without concern Anna Ritter; Second Aalyer Alexander
  - Motion passed, Unanimous Approval
- Note: October meeting was canceled as no Spanish language interpreter was available.

**Orientation to EHS Budget**

Kristina presented an orientation to the EHS Budget (see attached PowerPoint)

- This is a required annual training for Policy Council members
- No Questions/Comments from Policy Council

**Program Financials**

Kristina presented the program financials and credit card reports

- 2024 Financials

- *Snohomish County Human Services Admin/Finance Division ensures all EHS expenditures are consistent with and allowable under EHS Grant and EHS Performance Standards*
  - Action: Motion to approve receipt of 2024 Financials without concern Aalyer Alexander; Second, Anna Ritter
  - Motion passed with unanimous approval
- December 2024 Credit Card Reports
  - Action: Motion to approve receipt of December 2024 Credit Card Reports without concern, Maritza Otiz; Second, Gladys (Marilu) Guerra
  - Motion passed with unanimous approval
- Snohomish County Audits
- Kristina presented Snohomish County Audit information
  - Note: the link provided in August 2024 was incorrect – see below for correct link
  - 2022 Snohomish County Audit  
<https://portal.sao.wa.gov/ReportSearch/Home/ViewReportFile?arn=1033392&isFinding=false&sp=false>
  - 2023 Snohomish County Audit  
<https://portal.sao.wa.gov/ReportSearch/Home/ViewReportFile?arn=1035699&isFinding=false&sp=false>
  - *The Snohomish County 2022 and 2023 Audits identified no concerns or findings related to the Snohomish County Early Head Start Program*
  - Action: Motion to approve receipt of Snohomish County Audits without concern Aalyer Alexander; Second, Anna Ritter
  - Motion passed with unanimous approval

## **Management Report**

Kristina presented the Management report

- Enrollment Update
  - Enrolled at 82
  - There were no vacancies over 30 days
  - There are 22 eligible children and pregnant persons on the waitlist
  - The Program will continue to over-enroll, as possible, to ensure full enrollment as children exit
- Staffing updates
  - The vacant position for Infant Toddler Specialist has been filled
  - Employee was hired consistent with Snohomish County hiring procedures and completed the EHS required Portable Background Check
  - New employee started February 10, 2025
  - Qualifications: AA in ECE, childcare infant lead teacher (6 years), program supervisor for early learning center, ECEAP Family Support (5 years)
- Program Information Data (see below)
  - This will be on the agenda each month
  - Report shows data about families enrolled
  - If there are questions, contact Kristina

## **Parent/Caregiver Sharing**

- Parent shared that per discussion in recent parent meeting, parents really want to attend the socializations, but morning scheduled events were hindering participation and requested socializations be scheduled in the afternoon. Another parent suggested sending an email to vote for finding best time. Kristina shared that the ITS (home visitor) will poll their individual families for best times and feedback would be considered prior to next quarter's socialization schedule being posted

## Announcements

- The next meeting will be March 31, 2025
  - All meetings will be 1:30 – 2:30 pm
- EHS has a contract for a new space for use at the Marysville Civic Center
  - The space will allow for flexibility with times that socializations and family events can be scheduled. The space is safe and ideal for gross motor development activities

## Meeting Adjourned

- Anna Ritter, Vice-chair, adjourned the meeting at 2:34 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 January 2025

### Program Enrollment and Attendance – Program Year to Date

Early Head Start program enrollment as of January 31, 2025

- Total Cumulative Enrollment: 101
- Total Current Enrollment: 82
- Under 100% FPL: 19%
- Public Assistance: 46%
- Foster Care: 8%
- Homeless Families: 19%
- % of Over-Income Families (100-130% FPL): 4%
- % of Over-Income Families (> 130% FPL): 4%
- % of Children with an IFSP: 23%
- Current Waiting List: 19
- % of Completed Home Visits: 78%
- Vacancies over 30 Days: 0

### Demographics and Health Data

- Pregnant People: 13
- Children Under 1 Year: 23\_
- Children 1 – 2 Years: 35\_
- Children 2 – 3 Years: 32
- Families with home language other than English: 59
- Race and Ethnicity:
  - Hispanic/Latino
  - Non-Hispanic
  - American Indian/Alaska Native 0\_0\_
  - Asian 0\_2\_
  - Black or African American 1\_10\_
  - Native Hawaiian/Pacific Islander 0\_0\_
  - Bi-Racial/Multi-Racial 5\_3\_
  - White 4\_26\_
  - Unspecified 31\_1\_
  - Other: 15\_23\_
- Children with a medical home: 100%