



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

Zoom Meeting Link

<https://us02web.zoom.us/j/84858665081?pwd=LFOarVIsxgBsCelpOIKrGA1dmtKEaf.1>

Passcode: 936410

**Monday, September 30, 2024
1:00 – 2:00 PM**

Attending

- **Staff Present:** Kristina Saunsaucie, Karen Matson
- **Policy Council Members Present:** Janelle Sawyer, Itzel Canseco, Esmeralda Carranza, Georgina Afrane, Feliciana Santos, Hilda Rodriguez
- **Interpreter:** Claudia Castrejon

Called to Order

- Kristina called the meeting to order at 1:07 PM
- This is the first meeting of the 2024-2025 program year and the new Policy Council.

Role of the Policy Council in Our Early Head Start Program

- Kristina provided an overview of the role and importance of the Policy Council
 - Parents/Caregivers add their voice to important decisions for the program
 - Have a role in developing new priorities and policies
 - Help the program make decisions on how the program spends money
 - Help set goals and help determine if we are making progress on our goals
 - Advocate for children and our program
 - Provide leadership for other parents/caregivers in the program and represent their parent committee
 - Create community across the program
- Karen provided additional information about the importance of their role for Snohomish County
 - The County Council is the governing body, decision maker, for Early Head Start
 - The County Council relies on the Policy Council to provide them information about what families and their children need and what is important to them
 - The County Council relies on the recommendations from the Policy Council to make sure we are providing quality services to young children and their families
- Janelle shared that she was on the Policy Council last year and it is a great place to share your opinions and provide information about your family, to give back to your community, and to gain experience to put on your resume.

- Other Policy Council members shared their reasons for joining including they wanted to know about their child's education program and be involved with other parents.

Policy Council Terms/New Elections

- Kristina provided an overview of the Policy Council terms, leadership roles, and election of officers
 - There is a process for decision making: you will receive information, you can ask questions and discuss; when the group is ready to make a decision, someone will make a motion, someone will second it and then everyone gets a vote; this process makes sure everyone gets to have a voice in the discussion and decisions. Policy Council members can always vote "no" if they want. Decisions are made by majority, but it is important that we hear everyone's voices and opinions.
 - Policy Council Members are elected for one year by the parent committee of each ITS
 - Once per month meetings for one hour, except usually not in December and sometimes we have to add an extra meeting for important decisions.
 - Leadership Roles on the Policy Council: Chair and Vice-Chair
 - The Chair meets with Kristina and helps plan the monthly meeting, and also runs/facilitates the monthly meeting.
 - The Vice-Chair supports the Chair and runs the meeting if the Chair is not available; and if possible, the Vice-Chair attends the planning meetings, too.
 - Chair to serve on Advisory Committee to bring parent voice; the Chair attends these quarterly meetings to share Policy Council information and recommendations.
 - Staff clarified that the role of the Advisory Committee is to provide recommendations to the Snohomish County Council, who is responsible to make all decisions for the Early Head Start Program.
 - Elections for Chair/Vice-Chair will be in October, please reach out to Kristina if you want to know more about these positions and/or are interested

Ongoing Policy Council Meeting Schedule

- Kristina provided options for meetings and times the Policy Council can meet. She clarified the meetings will always be on Zoom.
- Policy Council members provided their preferences.
- Group decided that 1:30 – 2:30 pm is the best time
- It will always be the 4th Monday of the month

Parent/Caregiver Sharing

- Kristina asked if parents had anything they want to share
- Janelle shared that there was positive feedback about the orientation.
- Georgina shared that end-of-the-year party was great

Announcements

- None

Meeting Adjourned

- Meeting adjourned at 1:45 PM