



Snohomish County
Human Services

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

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

February 19, 2026
2:30PM – 3:30PM

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, Mellisa Hiatt
- *Interpreter:* not needed

Call to Order

- The meeting was called to order by Cynthia Foley, Chair at 2:32PM

New Business

- Early Head Start Advisory Committee - Snohomish County Council member, as designated by the County Council for 2026, is Jared Mead

Approval of Minutes

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

Election of Chair and Vice-chair for 2026:

- Per EHS Advisory Committee Bylaws a new chair and vice-chair is elected by majority vote at the first meeting of the calendar year.
- The Chair and vice-chair will be elected for the period February 2026 – February 2027, or the first meeting in 2027
- Cynthia opened the floor for discussion and nominations
- *Action: Nominate Karla Beers for Chair and Cynthia Foley for Vice-chair*
 - Motion passed

Meeting Calendar

- Meeting calendar per recommendation at November 2025 meeting
 - 2026: February 19, May 21, August 20 and November 19
- *Action: Approve meeting calendar for 2026 per Bylaws*
 - Motion Karla Beers; Second Council Member Mead; Motion passed

Annual Training

- Advisory Committee members are required to annually complete the PowerPoint training: Program Governance and ERSEA Training
- The training was included in the agenda materials sent to Advisory Committee members to complete
- Advisory Committee members need to email Kristina confirmation of completion of training by March 2, 2026

Program Financials:

- Reviewed 2025 Financials
 - *Snohomish County Human Services Admin/Finance Division ensures all EHS expenditures are consistent with and allowable under EHS Grant and EHS Performance Standards*
- Reviewed November and December 2025 Credit Card Reports
- Requires approval of receipt of financials and credit card reports
- *Action: Approve receipt of Purchase Card without concerns*
 - Motion Council Member Mead; Second Karla Beers; Motion passed
- *Action: Approve receipt of 2025 Financials without concerns*
 - Motion Council Member Mead; Second Karla Beers; Motion passed

Management Report presented by Kristina Saunsaucie, EHS Supervisor/Director

- Enrollment Update at the end of October
 - Enrolled at 82
 - There are currently no vacancies and no vacancies over 30 days
 - There are 18 eligible children and pregnant people on the waitlist
- Enrollment Initiative Update
 - November was the final month to complete initiative. The program met the requirement and is no longer under the Full Enrollment Initiative.
- Staffing updates
 - There is one vacant staff position (Infant Toddler Specialist)
 - Hiring was on hold during December pending receipt of award notice
 - Interviewing applicants and hope to identify an ideal candidate
- Program Information Data Program Year 2025-2026
 - See below
- Policy Council Update
 - Policy Council met November, December, and January
- Program Updates Governing Board
 - EHS monthly report for November 2025 has been submitted to and accepted by County Council.

Updates Office of Head Start

- Full Enrollment Initiative Completion Notification (December 11, 2025)
 - No further action is required

- **Lawsuit Preliminary Injunction notification (January 9, 2026)**
Notification states: Attention, please be aware that effective 1/6/2026 certain DEIA actions, as well as reductions in force (RIFs) as they pertain to Head Start agencies and the Office of Head Start, have been preliminarily enjoined until further notice pursuant to the preliminary injunction linked below. These actions may not be implemented or enforced by any HHS officers, agents, servants, employees, contractors, representatives, and attorneys against any Head Start agencies, program providers, students or family participants, or other similar persons or entities nationwide.

To the extent you have questions regarding the preliminary injunction, please consult your legal counsel and/or your usual program point of contact.

Continuation Grant Application – Year 2 (2026)

5-year grant award with annual continuation application with budget

- Notice of Award (NOA) for full funding received December 23, 2025
- Full execution of the award is pending first drawdown of funds for January 2026 expenditures

Office of Head Start Monitoring - FA1

- We will likely have an FA1 Monitoring in 2026
- We will receive a 45-day notice – we will forward the notification
- The monitoring will include an interview with the governing bodies (Policy Council and County Council representation)

Continuation Grant Application - Year 3 (2027)

- The program's Self-Assessment and updating strategic plans and goals will begin May 2026

Announcements

- No announcements

Adjournment

- Meeting adjourned at 2:55 PM

PROGRAM INFORMATION REPORT-Program Year 2025-2026
Data September 1, 2025 through January 31, 2026

Program Enrollment and Attendance

Early Head Start program enrollment as of January 31, 2025

- Total Cumulative Enrollment: 100
- Total Current Enrollment: 82
- Under 100% FPL: 20
- Public Assistance: 48
- Foster Care: 5
- Homeless Families: 22
- % of Over-Income Families (100-130% FPL): 6
- % of Over-Income Families (> 130% FPL): 1%
- % of Children with an IFSP: 21%
- Current Waiting List: 14
- % of Completed Home Visits 77%
- Vacancies over 30 Days: 0

Demographics and Health Data

- Pregnant People: 7
- Children Under 1 Year: 23
- Children 1 – 2 Years: 25
- Children 2 – 3 Years: 27
- Families with home language other than English: 56%
- Children with a medical home: 100%
- Children with a dental home: 98%
- Well-Child Exams Completed: 89%
- Dental Screenings: 74%
- Immunizations Up to Date: 79%