



**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, January 27, 2025  
1:30 – 2:30 PM**

**Attending**

- County Staff Present: Kristina Saunsaucie, Karen Matson
- Interpreter: Maritza Otiz-Al (parent) assisted as interpreter did not arrive
- Policy Council Members Present: Anna Ritter, Maria (Ester) Lozano, Gladys (Marilu) Guerro, Aalyer Alexander, Feliciano Santos, Jeniffer Supulveda, Madeleyne Nova, Itzel Canseco, Esmeralda Carranza, Jessica Delker, Savannah DeMann, Yuri Ochoa

**Called to Order**

- Kristina Saunsaucie called the meeting to order at 1:45 PM.
- Delay in meeting start due to waiting for interpreter to arrive.
- This is the first meeting of the 2025 program year and the new Policy Council.
- ☒ Quorum met      ☐ Quorum not met

**Policy Council Chair/Vice- Chair Elections**

Kristina presented information on Policy Council elections

- Policy Council leadership positions are elected for one year
- Chair Role: Co-plan agenda with Kristina and vice-chair, facilitate meetings, participate in Advisory Committee quarterly
- Vice-Chair Role: assist Chair and facilitate meeting if Chair is absent
- Kristina opened the floor for discussion and nominations for Chair
- Nominations: Savannah Castro DeMann, Anna Ritter, Gladys (Marilu) Guerro
- Voted via Zoom voting tool
  - New Chair: Savannah DeMann
- Recommendation that Anna Ritter and Gladys (Marilu) Guerro share the role of Vice-Chair
  - Voted unanimously for this decision
  - New Vice-Chairs: Anna Ritter and Gladys (Marilu) Guerro

**Approval of Minutes**

- September 2024
- November 2024
- December 2024
  - Action: Approval of minutes moved to the next meeting as not everyone could find the minutes in the meeting invite.
- Note: October meeting was canceled as no Spanish language interpreter available.

**Program Financials**

Kristina presented the credit card reports

- September, October, November 2024 Credit Card Reports
  - Action: Motion to approve receipt of September, October, November Credit Card Reports without concern, Savannah Castro DeMann; Second, Anna Ritter
  - Motion passed with unanimous approval.

Kristina was not able to present the program financials due to lack of meeting time.

- September, October, November 2024 Financials
  - Action: Approval of program financials moved to the next meeting due to lack of meeting time.

Kristina was not able to present the Snohomish County Audit information due to lack of meeting time

- Snohomish County Audits
  - 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: Approval of receipt of the Snohomish County Audits moved to the next meeting due to lack of meeting time.

### **Management Report**

- This item was moved to the next meeting due to lack of meeting time.

### **ERSEA Training- Eligibility, Recruitment, Selection, Enrollment, Attendance**

- This item was moved to the next meeting due to lack of meeting time.

### **Parent/Caregiver Sharing**

- This item was moved to the next meeting due to lack of meeting time.

### **Announcements**

- The next meeting will be February 24, 2025
  - All meetings will be 1:30 – 2:30 pm

### **Meeting Adjourned**

- Kristina adjourned the meeting at 2:35 PM

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

Early Head Start program enrollment as of November 30, 2024:

- Total enrollment: 101
- % 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

### **Program Information Report 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
- Well-Child Exams: 92%
- Dental Screenings: 83%
- Immunizations: 89%