



NMCAA Policy Council Minutes  
Thursday October 14, 2021  
10a.m.-12p.m.

**Present:** Meredith Kennedy, Amber Dunham, Blair Cole, Philip Haner, Amber Seely, Brandy Keeney, Jennifer Connel- Kodi Jarvis (Alt position Rep was present)

**Absent:** Alyssa Petriw, Karlee Argue, Amanda Litke, Ashley Jordan, Eryn Krajewski,

**Quorum not established.**

Meeting was called to Order at 10:05 am

Welcome- Brandy Keeney, Policy Council Chair

- Roll call
- Approval of minutes from last meeting, tabled until next month for approval when quorum is met.
- Review agenda for the day
  - Brandy shared that Kerry Baughman- Executive Director was not available at this time

Program Information Summary- Mini Management

- Shannon shared with members a vaccine mandate has been announced by President Biden requiring that all Head Start staff be vaccinated beginning January 2022.
- We expect more information to be available at the end of October. Information will be shared with Policy Council as it is received, and program policies and procedures will be updated to reflect any new requirements.

Home Based Early Head Start Activity Calendar- Corey Berden, Early Head Start Manager

- Cory shared the new EHS Activity Calendar, Cognitive Development Activities.
- The purpose of the EHS Activity Calendar is to support individual child development
- The calendar is available for 3 age groups: Birth to 12 months, 12 months to 2 ½ years, and 2 ½ -5 years.
- Cory shared the goal is to have this EHS Activity Calendars ready to share with families by Jan 22
- Members shared their thoughts and seemed really excited about the EHS Activity Calendar, Philip wondered if the EHS Activity Calendar was aligned with the ELOF interactive app? Cory responded: Yes they are aligned with ELOF
- Members shared thoughts on making the EHS Activity Calendar a little simpler for parents with EHS kids- maybe send as a text message instead of all the paper delivery.
- It was suggested that an inkind app might provide more accountability. This possibility is in the exploration stage.
- Meredith suggested looking into philanthropy resources for getting the EHS Activity Calendar out in the mainstream.
- A thank you from all the parents present-*Appreciate all the hard work staff has put into this...*

#### Budget Summary- Meredith Kennedy, Policy Council Treasurer

- Meredith shared the most up to date HS/EHS In-Kind statement (need to increase in-kind, looking for ideas on how this might be done during the pandemic)

#### Discussion and Request for Approval- Shannon Phelps, Early Childhood Programs Director

- FY 21 Non Federal Share Waiver
- Shannon further discussed current Non Federal Share collection.
- As of 10/11, \$1,323,243 had been recorded for the current fiscal year.
- The required Non Federal Share amount is \$2,333,778.
- Projected collection for 10/21 through 12/21 (based on previous year's numbers)= \$329,944
- Current collection plus projected collection: 1,323,243 + \$329,944= \$1,653,187
- Projected shortfall= \$680,591
- Members had a lot of questions and thoughts
  - Because quorum was not met, the Executive Committee completed this approval as allowed by the Policy Council By Laws.
  - Executive Committee: *Chair – Brandy Keeney; Vice Chair – Kat Byers; Secretary – Amber Dunham; Treasurer – Meredith Kennedy; State Delegates – Eryn Krajewski-Alternate Kat Byers, Philip Haner* (all present with the exception of Eryn Krajewski). Executive Committee members also indicated their approval via DocuSign.
  - **Motion to approve Non Federal Share Waiver, as presented, made by Philip Haner, supported by Kat Byers, motion carried. All members of the Executive Committee, and all other present Policy Council members, approved.**

#### MHSA Fall Assembly Report- Brandy Keeney, Chair and Philip Haner, State Delegate

- Philip shared - Scott Elliott, EC specialist, shared sites for ELOF- ELOF2Go App- on ECKLC web page <https://ecklc.ohs.acf.hhs.gov/school-readiness/article/elo2go-mobile-app>
- Interactive HS early learning framework birth to 5: <https://ecklc.ohs.acf.hhs.gov/interactive-head-start-early-learning-outcomes-framework-ages-birth-five>
- Serve and Return is crucial for brain development.
- Philip shared a youtube video : DJ Pryor- National speaker for Serve and Return <https://www.youtube.com/watch?v=AY35eXTKVLV>
- Brandy recommended the book, *"Connect with Courage"* - Author- Mark Ostach
- Communication/connection with others is extremely important.
- Brandy led the group through an activity called, if you really knew me (comfortable and uncomfortable sharing).
- Mark Ostach talked what staff can do, to actively connect with children
- Brandy shared a quote- *"Don't worry that children never listen to you, worry that they are always watching you"* Author- Robert Fulghum

#### Program Information Report (PIR) Review

- Shannon reviewed information collected through the year about staff and parents that gets sent to the Office of Head Start. This is important information that is compiled at a variety of levels, local, state, and national, and available for public sharing.
- The PIR review focus was on services that took place last program year and included the following:
  - Funded Enrollment-2021- EHS/HS-

- Discussion on this from members included questions about income and over income percentages. Over income allowances are based on actual enrollment.
- Meredith Kennedy shared her thoughts-the power of this Policy Council -get with your legislators and make your concerns known
- Meredith also shared - *Change.org* it's an online petition maker and was used in her community to change the mascot. It's super powerful, can be shared, and allows people to comment and sign their name and location.
- Dental and Health insurance— HS- EHS - beginning enrollment- end of enrollment
  - Cory shared that the Early Head Start group explored the reported medical home data in depth and discovered that a data entry error, resulted in underreporting. This will be fixed for the coming year.
- EHS Comparison Report Health - Beginning and ending-enrollment- State and National-
- HS Comparison Report health - Beginning and ending-enrollment- State and National-
- HS/ EHS Family Services /specific service
- Family Service Comparison Reports HS/EHS
- Complete PIR reports were emailed to the group. Anyone with questions is welcome to contact Shannon.

Personnel approved by Executive Committee-

- Motion to approve Personnel issues made by Kat Byers, supported by Amber Dunham, motion carried...Meredith Abstained

Motion to Adjourn made by Meredith Kennedy, supported by Jennifer Connell, motion carried  
Meeting Adjourn at 12:00 pm

**Next Meeting November 11, 2021**

***NMCAA Vision** NMCAA leads in strengthening our communities by empowering people to overcome barriers, build connections and improve their quality of life.*