



HUMAN SERVICES  
DEPARTMENT

Early Education Division  
Head Start Zero-Five Program



## Policy Council Meeting Monday, May 23<sup>rd</sup> 2022

*Through Microsoft Teams Meeting*

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ODViMWU3ODctY2MyZi00NTE0LWJlYzQtZjNjYWQ1ZjYzMmU4%40thread.v2/0?context=%7b%22Tid%22%3a%2230cd35d4-9951-4a72-978e-89655075c17f%22%2c%22Oid%22%3a%22a8843aab-8926-4e7c-bc19-11ab00c29591%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODViMWU3ODctY2MyZi00NTE0LWJlYzQtZjNjYWQ1ZjYzMmU4%40thread.v2/0?context=%7b%22Tid%22%3a%2230cd35d4-9951-4a72-978e-89655075c17f%22%2c%22Oid%22%3a%22a8843aab-8926-4e7c-bc19-11ab00c29591%22%7d&and) and

**Arizona @ Work: Maricopa County East Valley Career Center**  
735 N Gilbert RD # 134, Gilbert, AZ 85234

### Minutes

1. **Call to Order**  
Call to order by *Brenda Macias*, Policy Council Vice-Chair, at 5:11 PM
2. **Roll Call**  
*Brenda Marcias*, Policy Council Vice-Chair, did roll call. 10 members attended; a quorum was

established

Policy Council 21-22	PRESENT	VOTING
<b>EHS HOME BASE</b>		
Winnona De la Cruz		
Maria G Tesorero Ojeda	x	
<b>EHS CENTER BASE</b>		
Ana Cervantes		
Brenda Macias	x	x
Mayada Abdalla	x	
Taundra Rose		
<b>HS CENTER BASE CHANDLER-GILBERT</b>		
Victoria Trigo Ocampo		
Mirna Barreras		
Maria Escobedo	x	
Selma Alvarez	x	x
<b>HS CENTER BASE TEMPE/GUADALUPE/SCOTTSDALE</b>		
Mayra Gutierrez		
Rosa Monge		
Rebecca Alfonzo		
<b>HS CENTER BASE MESA</b>		
Oralia Ramirez		
Orlenys Malaver	x	
Denisse Minjarez Lagunes	x	
Marisol Agundez	x	
Diana Juarez		
Jose Gonzalez		
Yuri Alcala	x	x
Brenda Alvarez		
Natasha Suarez		
Carmen Perez Labrada	x	
<b>COMMUNITY REPRESENTATIVES</b>		
Sarah Agostinho		
Anita Cota Sota		
<b>BOARD OF SUPERVISORS</b>		
Cristina Arzaga-Williams (Liaison non-voting)		
TOTAL 10* members for a quorum	<b>TOTAL 10</b>	<b>TOTAL 3</b>

# Policy Council Meeting Minutes

## Monday, May 22<sup>nd</sup>, 2022

Attendee	Role	Attendee	Role
Doug Alf	Grant Accountant	Esperanza Eves	Family Support Specialist
Fabiola Romero	Administrative Assistant	Maria Mancinas	Program Assurance Coach
Linda Roldan	ERSEA Assistant	Ethel Cunningham	Family Support Specialist
Chris DeBois	HS Nurse	Sylvia Peña	Family Support Specialist
Ally Peterson	HS Teacher	Terri Lee	Family Support Specialist
Sandra Burris	HS Teacher Assistant	Eve Del Real	Assistant Director
Maureen Mason	Nutritionist	Jessica Figueroa	Family Support Specialist Supervisor
Bianca Hernandez	HS Teacher	Sheri Simons	Program Analyst
Michelle Jarosinski	ERSEA Coordinator	Nickia Newman	Education and Content Supervisor

### 3. **Board of Supervisors Liaison Report**, BOS Monthly Report:

*Please see the report for updates.*

- Last Weds the Board adopted the tentative FY 23 budget, final adoption will be at the end of June. We always allow a month between first and final adoption in case there are any legislative changes that will affect the budget.
- Also County has partnered up w the City of Phoenix and St Vincent de Paul to operate a heat relief center for the Homeless that will house up to 200 people.

### 4. **Head Start Director Report**

COLA Grant No. 09CH012079 was submitted to Head Start Enterprise System.

### 5. **Program Services Report**

- **ERSEA**

*Please see the attachment for detailed information*

Enrollment and Program Service information has up-to-date reports and is encouraging people to complete walk-in, online or partial applications via telephone. Recent reports demonstrate there are a total of 609 children enrolled in the program. We have 220 for EHS and 395 for HS in total 615 Children. Families who provide SNAP approval letters will be automatically eligible for our services.

- **Inclusion and Mental Health**

*Please see the Handouts for detailed information*

- **Milestone Moments Handout from CDC**

This Handout is designed to help parents and caregivers recognize the symptoms of heat-related illness and learn about how to treat and prevent occurrence.

- *Download CDC free milestone tracker app to find fun and easy activities for each age.*

- *For more information about your child's development and what to do if you have a concern visit [www.cdc.gov/ActEarly](http://www.cdc.gov/ActEarly) or call (1800-232-4636)*

- **Health, Nutrition & Safety**

*Please see the Handout for detailed information*

A program must provide high-quality health, oral health, mental health, and nutrition services.

- **Parent/ Caregiver Information Handout from Arizona Department of Health Services and CDC**

This Handout is designed to help parents and caregivers recognize the symptoms of heat-related illness and learn about how to treat and prevent occurrence.

### 6. **Food Activity**

*Please see the Handout for detailed information*

Black Bean and Corn Pitas Recipe

Ingredients and directions to prepare meal, also comes with nutrition facts.

### 7. **Approvals**

- **OHS COLA and Quality Improvement Funding Guidance**

*Please see the attachment for detailed information*

COLA Grant No. 09CH012079

- The Consolidated Appropriations Act 2022, contains an increase of Head-Start funds by approximately \$28 million over the Fiscal Year 2021 level. This includes cost-of-living adjustments (COLA) of \$234 million and a \$52 million Quality Improvement Investment. The COLA supports a 2.28% adjustment above FY 2021 funding levels to increase the pay scales of Head Start and Early Head Start staff, including vacant positions, fringe benefits to offset higher operating costs. Quality Improvement funds are allocated proportionately based on federally funded enrollment levels with additional adjustments given to smaller grant recipients to allow for meaningful investment as permitted by the Act.
- Approval Brenda Macias did motion to approved. Selma Alvarez did second motion, approved by all members present no opposes

- **Receipt of OHS Equipment**

*Please see the attachment for detailed information*

Award No. 09HE000185-01-02

# Policy Council Meeting Minutes

## Monday, May 22<sup>nd</sup>, 2022

- **Federal Award Information-NOA Rescue Funds**  
This grants action approves request to revise budget. Budget has been revised moving funds from \$609,000 to Equipment \$609,000. These revised funds will be utilized to procure the following equipment: \$400,000 - Five (5) playground structures with a unit cost of \$80,000, to be placed at the EVIT, Longfellow, Bellview, Taft, and Sunrise centers. \$200,000 - Four (4) shade structures, with a unit cost of \$50,000, to be placed at the Webster, Lindbergh, Hamilton, and Taft centers. \$9,000 - One (1) Heavy duty flatbed trailer. Unexpended funds resulting from cost savings for approved items may be reallocated for other program costs subject to the regulations governing post award budget modifications contained in 45 C.F.R. Part 75.308.
  - Approval. Selma Alvarez did motion to approved. Yuri Alcala did second motion, Brenda Macias did thi motion approved by all members present no opposes.
  - **Policy Council Meeting Minutes -March and April 2022**  
*Please see the attachment for detailed information*
    - Approval Selma Alvarez did motion to approved. Brenda Macias did second motion, approved by all members present no opposes.
  - **Financial Statements- March and April 2022**  
*Please see the attachment for detailed information*  
*Doug Alf (Grant Account) reviewed the financial statements for both months*
    - Approval. Brenda Macias did motion to approved. Selma Alvarez did second motion Approved by all members present, no opposes.
8. **Policy Council Member's Reports**  
There are no reports from the members.
9. **Call to the Public**
10. **Adjournment**  
Brenda Macias, Policy Council Vice-Chair, did a motion to adjourn the meeting  
Motion approved by all members. The meeting concluded at 6:17 PM

### Next meeting

- **Monday, August 29, 2022** Through *Microsoft Teams Meeting and In-Person (Location TBD)*
  - *All parents are invited to attend all Policy Council meetings.*