

# Policy Council Committee Meeting

## September 21, 2021

Motion to: Open the meeting.

Motion by: David Hall.

Seconded: Richard Yocum.

Vote: AIF

### 1. Introductions & Roll Call

#### **Representatives:**

Michael Mosley (Educare Part-Day)

David Hall (HomeBased)

Jessica Ricciardelli (Educare Full-Day)

Ashley Hebert (Clinton Preschool)

Richard Yocum (Community Rep)

Michele Gonya (Community Rep)

**A quorum was present.**

#### **Excused:**

Katy Richardson (Community Rep)

#### **Absent:**

Nicole Heath (Educare Full-Day)

Ada Webb (Mill Stream)

Anthony Houghton (North Elementary)

#### **Staff:**

Tracye Fortin, Chief Operating Officer, KVCAP Child & Family Services

Miriam Jacobs, Family Engagement Manager

Jennifer Pare, Executive Administrative Assistant

### 2. Review/Approval Policy Council Meeting Minutes

Motion to: Accept and approve meeting minutes of 7/20/2021.

Motion by: Richard Yocum.

Seconded: Michele Gonya.

Vote: AIF

### 3. Family Engagement Manager

Miriam Jacobs shared the following:

- **Whole Families**

KVCAP Head Start was awarded a Whole Families grant, which is supporting two Family Coach positions. A Family Coach works with families to set and reach goals that are important to them and takes a deeper dive as a partner to help guide families in developing a step-by-step approach to prioritize and reach their goals. KVCAP's two Family Coach's, Amanda Jandreau and Michelle Cesare, joined the discussion.

- **Policy Council Member Recruitment**

Elections for Policy Council representation are underway. Miriam shared the importance of parent voice and how the current Policy Council members can assist with recruiting new members at site locations. Current Policy Council member continuity is also a strength, and several members will express their continued interest with their Parent Committee's. As a result of a previous Policy Council discussion, a recruitment video has been drafted that could be shared at Parent Committee meetings, Facebook pages, and through Seesaw. The Policy Council viewed the draft video, offering a few edits/additions for finalization. Thank you to the Policy Council members who contributed their voice and helped to create it!

### 4. Reports:

- **KVCAP Board Update:**

- The KVCAP Board will be provided an Educare overview and receive copies of the Educare Central Maine Board meeting minutes, following each of the quarterly meetings.

- KVCAP has entered into a purchase and sales agreement for a building in Skowhegan; it will be used for KVCAP office space as the current office on Mary Street is converted into housing.
- KVCAP Board Bylaws are being updated with slight changes: (1) service areas are being updated, and (2) simplification on how the Board of Directors fills vacant KVCAP Board seats.
- **Child & Family Services Chief Operating Officer Report:**
  - COVID-19 Program Impact: The impacts of COVID-19 on staff are recognized. We applaud our staff for their positivity and commitment. The resurgence is taking its toll on staff, schools, and parents. Children remain resilient! We thank our staff for their continued presence and caring throughout the pandemic!
  - Staffing: Child & Family Services currently has 14 staff vacancies, which is a high number of openings for us. The early childhood staffing crisis is a trend throughout Maine and across the country. Head Start has mandated that all Head Start employees be fully vaccinated by January 2022. We are waiting rulemaking to communicate any additional details.
  - Enrollment: We continue to recruit to meet full enrollment expectations. We have made significant headway in September. Some parents are still hesitant to enroll their child during a pandemic, and the need/cost/availability of childcare remains an issue. Early Head Start:Child Care Partnerships has the greatest vacancy. We previously were on an enrollment plan. We have onboarded additional Provider partners during the pandemic, however most locations have a vacancy. A reduction in serving 4 year olds reduces revenue from our public school partners in subsequent years. We will continue to review data with Policy Council to discuss possible change in scope of service.
  - Federal Review: We anticipate a federal review any time after January 1, 2022. More information to come as we receive it.
  - KVCAP Child & Family Services Federal Program Information Report Summary: Reviewed Child & Family Services as well as State and National percentages, reflecting excellent outcomes percentages. It is noted that dental homes/exams remain a need across Maine
- **Mastercard Report:**
  - Reviewed report.

Motion to: Accept and approve the reports as presented.

Motion by: David Hall.

Seconded: Jessica Ricciardelli.

Vote: AIF

5. Motion to: Adjourn the Policy Council meeting.

Motion by: David Hall.

Seconded: Michele Gonya.

Vote: AIF