

Wright County Community Action, Inc.
Head Start/Early Head Start Policy Council Meeting Minutes
February 18, 2025

Members Present:

Nicole Cantin, Buffalo 1 Representative
Omanah Bultman, EHS Representative, Chairperson
Amanda Edwards, EHS Representative
Jesse Masloski, Howard Lake Representative
Alexis Carrillo-Sigle, Monti 207/208 Representative
Amanda Marx-Flaherty, Otsego Representative
Jennifer Greenhagen, WCCA Board Member (non-voting)

Members Absent:

JorDyn Bresinger, Annandale Representative, Vice-Chairperson
Samantha Peters, Buffalo 2 Representative, Secretary
Cassie Richard, Delano Representative
Megan Sanborn, Monti 206 Representative
Ashley Brownell, Monti 209/210 Representative, MHS A Rep
Jazmyn Harville, Montrose Representative
Nicole Schmitz, Community Representative
Marina Eggink, Community Representative
Rebecca Calvin, WCCA Board Member (non-voting)
Paige Hasladalen, MHS A Friend, (non-voting)

Staff Present:

Dara Smida, Head Start/Early Head Start Director

I. Determine Quorum/Call to Order/Introductions

The February 18, 2025 Policy Council meeting was called to order at 6:03PM by Omanah Bultman. A quorum was present, members introduced themselves, and the meeting began.

II. Consideration/Approval of February 18, 2025 Agenda

Policy Council members reviewed the agenda as presented.

Motion by Amanda Marx second by Mandy Edwards, to approve the February 18, 2025 agenda. Motion carried.

III. Consideration/Approval of the January 21, 2025 Policy Council Minutes

Policy Council members reviewed the January 21, 2025 Policy Council minutes as e-mailed.

Motion by Amanda Marx, second by Omanah Bultman, to approve the January 21, 2025 Policy Council meeting minutes as e-mailed. Motion carried.

IV. Consideration/Approval of the December 2024 Financial Reports

Staff and Policy Council members reviewed and discussed the December 2024 Financial Reports, including expenditures, credit card statements, and in-kind summary.

Motion by Mandy Edwards, second by Omanah Bultman, to approve the December 2024 financial reports. Motion carried.

V. Unfinished Business

None

VI. New Business

a. Hiring and Termination Memo

The Head Start Director presented a hiring and termination memo detailing staff hired or terminated since the last meeting.

Motion by Amanda Marx, second by Mandy Edwards, to approve the hiring and termination memo as presented.

b. ACF-OHS-IM-25-01 Supporting Food Security and Access to Indigenous Foods for Children and Families in Tribal Early Childhood Programs

The Director shared an information memorandum, which provide information to Tribal Nations and communities regarding opportunities to use ACF early childhood funding to promote Indigenous food sovereignty and address food insecurity.

c. ACF-OHS-PI-25-01 Procedures for Tribal CCDF Lead Agencies and AIAN Head Start Grant Recipients to Jointly Apply to Use Funds for Facilities

The Director shared a program instruction, which offers guidance on procedures for applying for facility funds.

d. ACF-OHS-IM-25-02 Fiscal Year 2025 Monitoring Process for Head Start Recipients

The Director shared an information memorandum, which outlines the OHS monitoring process for fiscal year 2025 (FY25).

VII. WCCA Board Report

Jen Greenhagen shared highlights from the last Board meeting.

- WIC provided a program spotlight and shared some of the items they provide to families.
- With the changes in the federal administration, WCCA is being mindful of things that may be impacted such as wages and hiring.

VIII. Reports from Community Representatives, MHSA Representative, and Parents

- Neither community representative was present
- The MHSA Representative was not present
- Parents shared that there is a lot of illness going around in classrooms.

IX. Program Director's Report

a. Updates from the Director

- Enrollment—Head Start preschool reached 97% enrollment for January
- Federal Funding. New grant begins March 1. We are pausing hiring until we know more March 14.
- Head Start Day on the Hill February 19. We planned to send a group of staff and parents to the state capitol building. We reached out to state senators and representatives of our service area to schedule appointments, but did not receive any responses. We will mail a packet of information to each legislator instead.
- MHSA Parent Conference April 1-4. We may be able to send a couple of parents, depending on funding.

b. Program Activity Report for January 2025

The Head Start Director shared the program activity report for December 2024, which details enrollment, attendance and meal counts for Head Start Preschool and Early Head Start.

X. Schedule Next Meeting and Adjourn

a. The next Policy Council meeting is scheduled for March 18, 2025 at 6:00PM in-person and via Zoom.

b. The February 18, 2025 Policy Council meeting adjourned at 6:34PM.

Motion by Mandy Edwards, second by Amanda Marx to adjourn the February 18, 2025 Policy Council meeting. Motion carried.