

**Wright County Community Action, Inc.**  
**Head Start/Early Head Start Policy Council Meeting Minutes**  
**July 15, 2025**

**Members Present:**

Nicole Cantin, Buffalo 1 Representative (virtual)  
Charlie Peterson Buffalo 2 Representative (virtual)  
Omanah Bultman, EHS Representative, Chairperson (virtual)  
Amanda Edwards, EHS Representative (virtual)  
Ashley Brownell, Monti 209/210 Representative, Secretary (in-person)  
Amanda Marx-Flaherty, Otsego Representative (virtual)  
Marina Eggink, Community Representative (in-person)  
Nicole Schmitz, Community Representative (in-person)

**Members Absent:**

JorDyn Bresinger, Annandale Representative, Vice-Chairperson  
Cassie Richard, Delano Representative  
Gena LaPlante, Howard Lake Representative  
Megan Sanborn, Monti 206 Representative  
Alexis Carrillo-Sigle, Monti 207/208 Representative  
Jazmyn Harville, Montrose Representative  
Rebecca Calvin, WCCA Board Member (non-voting)  
Jennifer Greenhagen, WCCA Board Member (non-voting)  
Paige Hasledalen, MHSA Friend, (non-voting)

**Staff Present:**

Dara Smida, Head Start/Early Head Start Director

**I. Determine Quorum/Call to Order/Introductions**

The July 15, 2025 Policy Council meeting was called to order at **6:02PM** by Omanah Bultman. A quorum was present, members introduced themselves, and the meeting began.

**II. Consideration/Approval of the Revised July 15, 2025 Agenda**

Policy Council members reviewed the revised agenda as presented.

*Motion by Charles Peterson, second by Nicole Cantin to approve the July 15, 2025 agenda. Motion carried.*

**III. Consideration/Approval of the May 20, 2025 Policy Council Minutes**

Policy Council members reviewed the May 20 2025 Policy Council minutes as e-mailed.

*Motion by Amanda Edwards, second by Amanda Marx-Flaherty to approve the May 20, 2025 Policy Council meeting minutes as e-mailed. Motion carried.*

**IV. Consideration/Approval of the April 2025 and May 2025 Financial Reports**

Staff and Policy Council members reviewed and discussed the April 2025 and May 2025 Financial Reports, including expenditures, credit card statements, and in-kind summary.

*Motion by Nicole Schmitz, second by Ashley Brownell to approve the April 2025 and May 2025 financial reports. Motion carried.*

**V. Unfinished Business**

None

**VI. New Business**

**a. Head Start Hiring and Termination Memo**

Staff and the Policy Council reviewed the hiring and termination memo as presented.

*Motion by Ashley Brownell, second by Amanda Marx-Flaherty, to approve the Hiring and Termination Memo as presented. Motion carried.*

**b. 2024 Head Start Self-Assessment**

Staff and the Policy Council reviewed and discussed the 2024 self-assessment and plan for improvement.

*Motion by Marina Egqink, second by Nicole Cantin to approve the annual self-assessment. Motion carried.*

**VII. WCCA Board Report**

The WCCA Board did not meet in July.

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

- Marina shared information on upcoming car seat clinics. She also shared that families can get a free car seat with certain health insurance companies.
- August 12 is WCCA's 60<sup>th</sup> anniversary event. Please join us from 4:00-7:00PM at the lot across from the Maple Lake office for food, yard games, trivia and prizes!

**IX. Program Director's Report**

**a. Updates from the Director**

- Enrollment—HSP was fully enrolled through the end of the school year. EHS continues to be fully enrolled.
- Staffing—have an openings for a HSP family advocate and an EHS home visitor.
- Funding—we expect our federal grant to be flat-funded for the upcoming year.

**b. Program Activity Reports for May 2025 & June 2025**

The Head Start Director shared the program activity reports for May 2025 and June 2025, 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 August 19, 2025 at 6:00PM in-person and via Zoom.**

**b. The July 17, 2025 Policy Council meeting adjourned at 6:40PM by Omanah Bultman.**