

WRIGHT COUNTY COMMUNITY ACTION, INC.
POLICY COUNCIL MEETING MINUTES
June 20, 2022

Members in Attendance:

Katie Edberg – Buffalo 1 Representative/Chairperson /MN Head Start Association Parent Representative
Amanda Bachler – Buffalo 2 Representative
Omanah Bultman – Monticello 205/206 Representative/Secretary
Barbara Eckberg – WCCA Board Liaison (non-voting)
Rebecca Calvin – WCCA Board Member (non-voting)
Dara Smida, CCAP – Head Start/Early Head Start Director

I. Determine Quorum/Call to Order/Introductions

The June 20, 2022 Policy Council meeting was called to order at 06:08 PM by Katie Edberg, Policy Council Chairperson. A quorum was present, members introduced themselves, and the meeting began.

II. Consideration/Approval of the June 20, 2022 Agenda

Policy Council members approved the agenda as presented.

Motion by Katie Edberg, second by Omanah Bultman to approve the June 20, 2022 Agenda. Motion carried.

III. Consideration/Approval of the May 16, 2022 Policy Council Minutes

Policy Council members reviews and approved the May 16, 2022 Policy Council minutes as e-mailed.

Motion by Omanah Bultman, second Katie Edberg to approve the May 16, 2022 Policy Council meeting minutes as e-mailed.

IV. Consideration/Approval of the May 2022 Financial Reports

Staff and Policy Council members reviewed and discussed the May 2022 Financial Reports.

Motion by Omanah Bultman, second by Amanda Bachler to approve the May 2022 financial reports. Motion carried.

V. Unfinished Business

None

VI. New Business

a. Hiring Memo

No new hires or terminations at this time.

b. WCCA Head Start/Early Head Start 2021 Self-Assessment Report

Staff and Policy Council members reviewed, discussed and approved the 2021 Head Start/Early Head Start Self-Assessment Report.

Motion by Katie Edberg, second by Amanda Bachler to approve the 2021 Head Start/Early Head Start Self-Assessment Report. Motion carried.

c. WCCA Head Start/Early Head Start Amendment #3—Program Improvement Application FY 2022-2023.

Staff and Policy Council members reviewed, discussed and approved the Head Start/Early Head Start Program Plan Amendment #3. This application is for one-time program improvement funds in the amount of \$375,000 to purchase five new buses for Head Start.

Motion by Omanah Bultman, second by Katie Edberg to approve the WCCA Head Start/Early Head Start Amendment #3 Program Improvement Application FY 2022-2023. Motion carried.

VII. WCCA Board Report

Delivered by Barbara Eckberg, no meeting due to lack of quorum; will convene again in August.

VIII. Community Representatives & Center Reports

MHSA Board Meeting – Bylaw changes, policy changes regarding electronic voting.

IX. Program Director's Report

a. Program Updates

- Moving Rogers Location-- Meeting with Alleluia Church in Rogers waiting on response from meeting.
- 5 Weeks of summer school for 30 children (15 Head Start, 15 School District) transitioning to kindergarten.
- 87 Children accepted into the program thus far
- Open positions for employment

b. May 2022 Program Activity Report (Enrollment, Attendance & Meal Counts)

X. Schedule Next Meeting & Adjournment

a. The next Policy Council meeting is scheduled August 18, 2022, at 6:00PM via Zoom.

b. The June 20, 2022, Policy Council meeting was adjourned at 07:15 PM.

Motion by Omanah Bultman, second by Katie Edberg to adjourn the June 20, 2022 Policy Council meeting. Motion carried.