

WRIGHT COUNTY COMMUNITY ACTION, INC.
POLICY COUNCIL MEETING MINUTES
April 19, 2021

Members:

Weendor Kamara – Monticello 206 Representative
Omanah Bultman – Monticello 209 Representative
Shelley Leon – EHS Representative/Chairperson
Makayla Wijeratne – Community Representative
Tamara Chiglo – Community Representative
Barbara Eckberg – Board Liaison (non-voting)

Staff – Rebecca Rydbom

DETERMINE QUORUM/CALL TO ORDER/INTRODUCTIONS:

The April 19, 2021 Policy Council Meeting via Zoom Conference was called to order at 5:07 pm. by Shelley Leon, Policy Council Chairperson. A quorum was present, members were introduced and the meeting began.

CONSIDERATION/APPROVAL OF THE APRIL 19, 2021 REVISED AGENDA:

Policy Council members approved the agenda as presented with this addition:

Under the Program Director's report:

ACF-IM-HS-21-01 – UPDATED CORONAVIRUS DISEASE 2019 (COVID-19) FISCAL AND ADMINISTRATIVE FLEXIBILITIES

Motion by Makayla Wijeratne/ second by Tamara Chiglo to approve the April 19, 2021 revised agenda. (Motion carried)

CONSIDERATION/APPROVAL OF THE MARCH 29, 2021 POLICY COUNCIL MINUTES:

Council Members reviewed and approved the March 29, 2021 Policy Council minutes as emailed.

Motion by Omanah Bultman/ second by Weendor Kamara to approve the March 29, 2021 Policy Council Meeting Minutes as emailed. (Motion carried)

CONSIDERATION/APPROVAL OF THE MARCH 2021 FINANCIAL REPORT:

Staff and Policy Council Members reviewed and discussed the March 2021 Financial Report.

Motion by Makayla Wijeratne/second by Tamara Chiglo to approve the March 2021 Financial Reports. (Motion carried)

UNFINISHED BUSINESS

N/A

NEW BUSINESS:

HEAD START HIRING:

Staff and the Policy Council Members reviewed and discussed a hiring memo recommending hiring Diann Korus as Senior Accountant subject to successful completion of background studies, reference checks, conflict of interest review, documentation of qualifications and Board approval.

Motion by Weendor Kamara/second by Makayla Wijeratne to approve, Diann Korus as Senior Accountant, subject to successful completion of background studies, reference checks, conflict of interest review, documentation of qualifications and Board approval. (Motion carried)

WCCA BOARD REPORT

Barbara Eckberg from WCCA's Board, gave a report regarding the April 13, 2021 WCCA Board Meeting.

COMMUNITY REPRESENTATIVE/CENTER REPORTS:

N/A

MINNESOTA HEAD START ASSOCIATION REPRESENTATIVE REPORT:

N/A

PROGRAM DIRECTOR'S REPORT:

HEAD START/EHS NON-COMPETING GRANT

Staff and Policy Council members discussed the application for a onetime non-competing grant application for the Head Start/EHS program. The grant is a onetime funding amount of \$57,485 to prevent, prepare for, and respond to COVID-19. Narratives, budget justifications, and governing body or policy council approvals are not required, except for purchases that require prior approval such as equipment. The Head Start Act recognizes that lack of resources in a community adversely impacted by a major disaster may prevent grantees from obtaining part of all of required non-federal match contributions. WCCA requested a non-federal match waiver at the time of the application. This application was due April 9th, but was submitted March 31st, as soon as it was made available.

ACF-IM-HS-21-01 – UPDATED CORONAVIRUS DISEASE 2019 (COVID-19) FISCAL AND ADMINISTRATIVE FLEXIBILITIES

Staff and Policy Council members discussed the information memo that came out April 14, 2021 regarding new Federal relief guidance related to COVID-19.

PROGRAM ENROLLMENT ATTENDANCE/MEAL COUNT ACTIVITY REPORT:

Staff presented the Head Start/EHS Enrollment/Attendance/Meal Count Activity Report for March 2021.

NEXT MEETING:

The next Policy Council Meeting is tentatively scheduled for **May 17, 2021, at 5:00 PM via Zoom meeting.**

ADJOURNMENT:

The April 19, 2021 Policy Council Meeting was adjourned at 5:32 pm.

Motion by Makayla Wijeratne/second by Tamara Chiglo to adjourn the April 19, 2021 Policy Council Meeting. (Motion carried)

Respectfully submitted by: Omanah Bultman

Date April 20,2021