

# SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.

## POLICY COUNCIL MEETING MINUTES

Tuesday February 20<sup>th</sup> 2024

5:30-7:30 pm

Main Office- Blue Conference Room  
1001 Beall Lane Central Point OR

### PRESENT:

(PC)

**Region 1** Yuriko Warden  
**Region 2** Crystal Hart  
**Region 3** Donea Goshert, Dennis Bruner  
**Region 4** None present  
**Region 5** Unique Ortiz  
**Region 6** James Grice  
**Region 7** Catherine Wilson, Ashley Primeau  
**Region 8** Steven Kostrna, Jamaya Obie-Brown  
**Region 9** None present

(STAFF)

Bethanee Grace-Family Connection  
Christine Russo- PFCE Manager  
Nikki Hill-PFCE Supervisor  
Shanice Stringer-PFCE Supervisor  
Stephanie Finch- 0-5 Head Start Director  
Todd South- Facilities Director  
Yoana Martinez –PFCE Admin Assistant

### Policy Council Leadership Team 2023-2024

Chair- James Grice Region 6  
Vice Chair- Dennis Bruner Region 3  
Secretary- Yunyu Patterson Region 4  
Alternate Secretary- Ashlynn Region 4  
Treasurer-Catherine Region 7  
Alternate Treasurer- Ashley Region 7  
Board Liaison- Ashley Region 7  
Alternate Board Liaison-Stephen Region 8  
State Representatives- Sade Region 2 & Donea Region 3  
Alternate State Representative- Ashley Region 7

### CALL TO ORDER, ROLL CALL, AND GROUND RULES:

James Grice called the meeting to order, went over roll call and ground rules.  
Called the meeting to order at 6:01pm. A Policy Council quorum was established after roll call.

### PUBLIC COMMENT PERIOD:

none

**WARM-UP ACTIVITY: Everyone made gratitude/appreciation cards.**  
**APPROVAL OF MINUTES-**

**Catherine Wilson, Region 7 moves to approve the January Policy Council Minutes. Steven Kostrna, Region 8 seconds the motion to move to approve the January Policy Council Minutes. None opposed, no abstentions, motion was carried.**

#### **CONSENT AGENDA**

**Stephanie Finch presented the Consent Agenda Items:**

1. Meal Count
2. Financial Statements/Credit Card Statements
3. Enrollment Report: Full enrollment
4. Program Information Summary
5. Nutrition Department needs our approval to purchase a fridge as a replacement for the 3-door Traulsen Freezer Model G31010-032 for the AB-B kitchen.

#### **Vote for refrigerator**

**Catherine Wilson, Region 7 moves to approve the purchase. Donea Goshert seconds the motion to approve the purchase of the freezer for AB-B. No opposed, no abstentions, the Motion was carried.**

**Catherine Wilson, Region 7 moves to accept the Policy Council January consent Agenda. Jamaya Obie-Brown, Region 8 seconds the motion to move to accept the January the Consent Agenda. No opposed, no abstentions, the Motion was carried.**

#### **EXECUTIVE DIRECTOR'S/ 0-5 HEAD START DIRECTOR REPORT**

**Stephanie Finch presented.**

We are finalizing the Self- Assessment and continuing to work on the Community Assessment updates- focusing on the increased need for EHS services, Mental Health and Disabilities support with the continued increase in eligible children.

Shared their experience at the capital visits with legislators and parents who travel to OHSA

**Treasurer Report-** Catherine Wilson, Region 7 presented the report.

#### **TRAINING**

**Facilities- Todd South**

1. Major phone upgrade, we are 911 compliant.
2. IT just rolled out dual authentication for increased security upgrades.
3. Ashland Center will be receiving a card lock electronic entry system. Benefits are that it is an always locked system. Foothills is next up for the card lock electronic system.
4. Williams: Josephine County has decided that they cannot permit the water/sewer system which then pushed this to DEQ, and they have decided that we must update the school system's sewer/water system to bring it up to current standards to receive the Water Pollution Control Facility permit. The process to pull the permit is a 6 month to a year process which we are currently in. We are checking in with the school to see if there is a classroom available to help us during the interim period.

5. Fruitdale: 3 Rivers School District is donating a portable classroom unit and offering acreage for us to put the portable classroom unit at Fruitdale Elementary.
6. Grants Pass High School: put in a shade structure.

### **The Family Connection- Bethanee Grace:**

Regional Parenting Education Hub for Josephine and Jackson County. They provide free parenting education in the community and train facilitators for the classes. She presented an Encouraging Positive Behaviors activity that is part of their Active Parenting First Five Years programs.

### **Committee Reports**

#### **Investment Committee Meeting, Catherine Wilson, Region 7:**

In 2012 the Ashland Center was bequeathed \$100,000 for use specifically at that center. As the center did not need anything at the time it was decided that instead of just having the money sit there, they were going to set up an investment account with it. This committee was for going over the investment portfolio as it currently stands, showing where it needs to be adjusted to stay in line with the 60/40 allocation policies set up with it and what changes were going to be made to keep it where it needs to be, (i.e. selling stock to use for the cardlock system at the Ashland Center) This was approved by the committee and has been approved by the board.

#### **Announcements**

Next meeting is on March 19<sup>th</sup> at 5:30 pm on Teams.

Shanice Stringer: OHSA Scholarships, one for a Head Start Parent, one for an Early Head Start Parent, one for a Head Start employee. They are \$2,500 each for any Higher Education Institute. She will send out the information to the centers on Friday.

#### **Three things to take back to the center (important that these items are shared with region advocates)**

1. During our Facilities training, our facilities director Todd shared with us that his staff is busy working on various projects! for example, West Medford is getting a new roof, a few centers are going to be getting electronic card lock systems installed starting with Ashland during spring break.
2. SOFC has a new phone system making us 911 safety compliant
3. our IT Department has installed a new Microsoft Identicator application for security with our computer systems
4. The Family Connection visit their website on [thefamilyconnect.org](http://thefamilyconnect.org) where you can find free parenting classes, workshops, events in the community along with so many other resources.
5. OHSA Scholarships- is that time of year if you are currently enrolled in higher education this is your opportunity to apply for a \$2500 scholarship. Three are awarded each year for Oregon. 1 EHS, 1 HS and one Staff member. Connect with your FA for more information.
6. Dollar Per Child - we are closely coming to the end of our campaign. Please work with the centers you represent to create a way to "fundraiser/campaign" Dollar per child. All money is due and needs to be turned into the PFCE Department by April 3rd to allow time for fiscal to right the check that will be taken to the National Head Start Association Conference in April. Our goal is to raise \$1 for every child in our program. If you need more information on dollar per child information and details, please connect with regional rep and or your family advocates.

### **Name Tag Game-**

1. Dennis Bruner
2. Crystal Hart
3. Donea Goshert
4. Yuriko Warden

**ADJOURNMENT**

**MOTION: Donea Goshert Region 3 made a motion to adjourn the February Policy Council Meeting at 7:35 pm; Catherine Wilson Region 7 seconded the motion to adjourn the February Policy Council Meeting; no opposed, no abstentions, motion was carried.**