

ACES Middlesex County Early Head Start Partnership

Serving eligible families in Middletown, Clinton, Cromwell, Old Saybrook, Portland, and Westbrook

POLICY COUNCIL MEETING MINUTES

300 WASHINGTON ST. MIDDLETOWN, CT 06457

July 28, 2017 10:00am-12:00pm

ATTENDANCE: Rebecca Cuevas(Program Coordinator), Ava Hart(Family Development Supervisor), Dionne Lowndes(Maternal Child Health Manager), Colleen Schmelter(Home Visitor), Taneone Hurlburt(Secretary), Jordan Paisley(Parent), Amanda Cistulli(Parent), Johnny Lopez(Parent)

***No Quorum-**Amy Waterman(Community Representative(CR)) was absent.

Public Comment:

- Suggestion were given of possible Community Representatives who would be interested in position: Supportive Housing, Russell Library, Columbus House, DSS, DCF, Middlesex Community College, ABC Center and Catalyst Church. Becky has a meeting with someone from Connection.
- August socialization at EHS will have it's first evening event at 5:00pm-6:30pm. This will coincide with Faith Lutheran Welcome Table.
- Hallie House parents had issues with Logistic Care for Rides. They had to be reported.
- During group supervision Ava found that Even Start (Adult Ed.) are not expected to get funding.

Minute Approval:

- *No vote due to no quorum.

Parent Sharing

1. Policy Council Updates:

- By-law need to be updated guided by Program Standards. Policy Council will be invited to review.
- Schedule will be created for the Program Year 2017-2018 with agenda items.
- Re-election need to occur for Program Year 2017-2018.
- PC date and time surveys were given to parents at Grow Truck.
 - Wednesday afternoon has been the preference so far.

2. Parent Committee Alliance Report

- Ava Hart facilitated the July 20, 2017 meeting.
 - Meeting about Social-Emotional Spiritual Connection. Finding the needs to be met.
 - Working City Initiative representative attended. This initiative focuses on single parent families. They are collecting data about childcare, transportation,etc.
- Dionne Lowndes facilitated the May/June meeting.
 - Both meetings were about basic CPR/First-Aid.
 - Both PC parents that attended meeting felt they had a better understanding of adjusting environment for safety.

3. Family Fun Day

- FFD will be held on August 7, 2017.
- Events that will be held for families are
 - Tie Dye, Photo booth, music and movement and Story time with Russell Library.
- Community Partner
 - Middletown Police Department, Middletown Fire Department, Safe Kids, Huskey Dental, Wells Fargo, Assurance Wireless
- Feedback box for future FFD events

ERSEA Report:

- June report was shared.
- 10 referrals, 8 from Middletown, 1 from Cromwell and 1 from Portland
- Not getting referrals from Shoreline. Need recruitment in that area.
- There has been 5 of the 7 intakes has been determined eligible to be enrolled.
- Currently there is 1 family the waitlist due to over income. There are currently 6 over income families enrolled.

2017 School Readiness Spring Update:

1. Spring 2016/2017 report was shared
 - Findings are 77% has no IFSP and 23% has IFSP(13 children)
 - Children were a high percentage that were meeting or exceeding in the child level data. Children that fell below expectation were children listed as IFSP/IEP or newly enrolled.

Implementation of New Performance Standards

- ERSEA monitoring can occur anytime. All other areas anytime after November.
- How can father's get credit for the work they do with their child but do not live with them?

Program Coordinator's Report:

1. Final 2016 Fiscal Report
 - a. *Report was review but no vote due to no quorum.
2. 2017 Budget Update
 - a. Budget need to be sent to Feds by Monday, July 31,2017.
 - b. ACES Fiscal department will complete budget.
 - c. Report will be reviewed at next PC meeting.
3. Staffing Report
 - a. ERSEA Assistant Position * No vote due to no quorum. Vote will occur at Family Fun Day.
 - i. 7 applicants applied but 4 didn't finish applicatioin. Only 2 were Spanish speaking.
 - ii. Interview committee interviewed 2 candidates, Julie Marmol and Kathy Figueroa, on July 27, 2017.
 - iii. PC members approve of Julie Marmol.
 - Has the most experience of the two.
 - She has ChildPlus and enrollment eligibility experience.
 - Interview Committee Perspectives: More experience, Seems to be a hard worker, Knowledgeable.
 - b. Family Development Supervisor Position (Ava Hart)
 - i. Ava will be resigning. Focus will be private practice.
 - ii. Originally, last day will be on August 18, 2017 but will stay on longer to train.
 - iii. PC members will be included in hiring process.
4. Facility Renovation Update:
 - a. Bid for renovations will start in August and renovations should start in September.
 - b. Staff will be displaced for a few days. Staff can work at ACES PDSI office in Hamden.
 - c. Taneone will stay at site on Faith Lutheran Church side. Will contact Karen Carta (Faith Lutheran secretary) if this is possible.
 - d. Security system for facility will also occur.

- e. Playground fencing is only 3' high after mulch is put down it doesn't meet the Federal Regulations. Fencing height has to actually be 4' feet to meet the 3' regulations. Need to find funding to get fix. Cost of replacing or extending height will cost the same.
 - i. Home Depot or Lowes has grant funding programs. Contractors or employee work with program to build.
 - ii. Have inspection of playground before pursuing.
 - iii. Johnny Lopez will make calls to private contractors that he knows.

CT Head Start Association Update:

- Becky and Ava attended the July 14, 2017 retreat and strategic meeting.
- Budget from Washington was discussed.
 - a. CT State Representatives are the strongest advocates in the United States. Families know their voices will be heard.
 - b. Healthcare vote did not go through.
- Top key positions have not been filled in Washington including some in Head Start.