

**COMMUNITY ACTION, INC. OF CENTRAL TEXAS
HEAD START PROGRAM
2021-2022**



REGULAR POLICY COUNCIL MEETING MINUTES

Hard copies of this agenda and/or any of the attachments are available by contacting psanchez@communityaction.com.

DATE: January 20, 2022

TIME: 11:00 am -12:00 pm

LOCATION: [Zoom](#)

CHILD CARE: N/A

POLICY COUNCIL CHAIRPERSON: Mr. Joshua Romero, Bonham Pre-K

If you have questions, please contact Alexandra Mylius, Interim Head Start Program Director at 512-396-3395 X 228

Total Members: 9

Quorum: 5 members required to meet quorum

I. Open Meeting

1. Call to order, time: 11:01 Chairperson: Joshua Romero
2. Roll Call (Attendance) Secretary: Vacant

Center	Member	P/A	Alternate	P/A
Hemphill HS	Lydia Ramirez-Translator	A	Zadiah Berry	A
Hemphill EHS	Yahaira Gonzalez	A	Vacancy	
Bonham	Joshua Romero-Chairperson	P	Metilda Lucio	A
Henry Bush	John Saucedo	A	Yesenia Esquivel	P
Luling	Rebecca Hernandez	A	Kim Kimball	A
A. Washington	Breanna Perez-Vice Chairperson	A	Nancy Suarez	A
LBT	Bianca Castillo -CAI Board Rep	P	Maria Guadalupe Soto	P
Lockhart	Ashley Salazar	P	Delores Tristan	P
Hays PEP	Vacancy		Vacancy	
Community Rep.	Flora Amaya-Community Rep	P		
Community Rep.	Lana Wagner-Community Rep	A		
Community Rep.	David Gonzales-Community Rep	A		
Head Start Staff				
Director	Alexandra Mylius	P		
ERSEA	Dani Ramirez	P		
Family Services	David Gonzalez	P		
Office Manager	Patricia Sanchez	P		

3. Public Comment Period (2-minute maximum)
N/A

4. Member report from sites (2-minute maximum)

Bianca Castillo LBT Rep shared that Parent Meeting was great. Patricia Vargas Disability Coordinator was keynote and share information on Social Emotional needs for children

and milestones. Information was very informative.
Ashely Salazar LCDC Rep shared that Parent Meeting was good.

II. EXECUTIVE SESSION (CLOSED TO PUBLIC) Start Time: 11:32am

Policy Council Members / Program Director

Executive Session Pursuant to Government Code Section 551.074 for purpose of discussing Personnel

1. New Hire Report – *for approval*

Josh call for motion:

Bianca Castillo – 1st motion

Flora Amaya – 2nd motion

No questions

All approved

2. Termination Report-NA

Executive session adjourns. End Time: 11:34am

Regular meeting reconvenes. Time: 11:35am

III. Policy Council Training

1. [OHS COVID-19 Litigation Update](#) - Alexandra Mylius

Shared with PC Members.

2. [Occupational Safety and Health Administration \(OSHA\) Emergency Temporary Standard \(ETS\) on Vaccination and Testing Supreme Court Ruling](#) – Alexandra Mylius

Shared with PC Members.

3. [Focus Area 2 Monitoring Review - Policy Council](#) - Alexandra Mylius

- [Parent/Policy Council Discussion](#)

- **Virtual, Tuesday, February 1 from 2:00pm-3:00pm**

PC Members who will be present at review will meet virtually.

4. [Head Start Forward](#) – Dani Ramirez

Dani went over enrollment numbers. Classes will go virtual as needed. Plan in place to be fully enrolled, staff shortage due to COVID has been a challenge all sites.

VI. OLD BUSINESS

Approval of [Meeting Minutes December 16, 2021](#) - *for approval*

Josh called for motion to approve December Meeting Minutes

Ashley Salazar – 1st motion

Bianca Castillo – 2nd motion

No questions

All approved

V. NEW BUSINESS

1. *COVID-related Policies and Procedures-for approval*

- [Face Covering Policy](#)

Josh called for motion to approve Face Covering Policy

Flora Amaya – 1st motion

Yesenia Esquivel – 2nd motion

Questions: Ashley Salazar asked why is this needed if the CDC is not mandating it. Alex explained that this CAI policy for staff.

No more questions.

5 in favor, 1 opposed, motion carries

Ashely Salazar voted in as Policy Council Secretary

Josh called to motion:

Bianca Castillo – 1st motion

Yesenia Esquivel – 2nd motion

No questions

All approved

Fundraising Committee presented by Ashely Salazar. Josh, Yesenia, Maria all interested to be on the committee. Alex will research what is needed and will be discussed at next meeting.

VI. MONTHLY REPORTS (for information)

1. [EHS Attendance December 21](#)
2. [HS Attendance December 21](#)
3. [EHS Enrollment December 21](#)
4. [HS Enrollment December 21](#)

VII. FINANCIAL – December 2021 (for information)

1. [Child and Adult Care Food Program \(CACFP\)](#)
2. [Federal HS/EHS](#)
3. [COVID Funds](#)
4. [American Rescue Plan Funds](#)
5. [In Kind](#)
6. [Credit Card Reports – December 2021](#)
7. [Store Account Expenditures – December 2021](#)
8. [Policy Council Funds](#)
9. Recent Invoices for Building Repairs/Operations

VIII. ANNOUNCEMENTS/ CORRESPONDENCE

1. [Head Start Monthly Report December 2021](#)
2. [Child-Care Inspection Lillie Belle Townsend CDC 12/16/2021](#)-No Findings
3. [Child-Care Inspection A. Washington CDC 1/10/2022](#)-No Findings
4. [Child Care Regulation Investigation Hemphill Head Start 1/12/2022](#)-No Deficiencies

Next Meeting: February 17, 2022 11:00 AM Zoom

Meeting adjourned by Chairperson, Mr. Joshua Romero at: 11:53am

Policy Council Chair, Joshua Romero

Date