

## Policy Council Minutes

July 10 2018

Location at Somerset Hoss's and Steakhouse.

Meeting called to order by : Michelle Kimble

All in attendance were : Sue Knarr, Justin Stearns, Michelle Kimble, Greg Pile, Sharon Pugh, Anne Garrison, Ruth Mulnix, Kim Miller, Michelle Chipps, Terri Duffy and Becca Van Deusen.

Motion to accept the May Minutes was made by Michelle Chipps and 2<sup>nd</sup> by Greg Pile. All in favor.

Program Report: Anne reported that The Community Needs Survey is being reviewed. Policy Council had their Imbedded Training. Positions posted in the local papers were for Lead Teacher, and Program Assistant. Interviews for these will be held in the up coming week. The PreK Grant was approved, for 97 Full time slots. We will use 71 Full time , and 52  $\frac{1}{2}$  time. Shade and Salisbury will go to full days - 6 hours. Anne spoke of submitting a request for one-time funding to Head Start for office furniture ,due to the move into different parts of the Tableland building and also the age of the furniture they already use. Everyone understood and agreed that this should be submitted. A special meeting was held in June to discuss COLA, that was awarded a 3% grant. There was a termination of one employee, Heidi Riego. The Monthly Data Chart has cumulative totals of HS-93, HSSAP-17, EHS-48, total of 158. The Fiscal Report for May had HS total of 40.35% , EHS 34.45%, Admin Fee of 13.75% with In-Kind at 10.61%. June Fiscal Report is HS 47.61%, EHS 42.37% Admin Fee 13.89% and In -Kind of 8.73%. Motion to approve the Fiscal Report made by Becca Van Deusen and 2<sup>nd</sup> by Michelle Chipps. All

in Favor.

Center Reports were given by: Conemaugh Township, Tech, Berlin,  
and Meyersdale 1.

Community/Agency Reports: Becca says they need people to hire,  
Mainly caseworkers. Sue stated that they are fully staffed and at  
98.6% of self Verification. No new/old business.

Next Policy Council Meeting will be : August 14<sup>th</sup> at 11:15 Location  
Hoss's Steakhouse in Somerset.

Motion made to adjourn by Sue Knarr and 2<sup>nd</sup> by Greg Pile.

Submitted by Secretary :  
Ruth Mulnix