

**GLCAP Policy Council Minutes
February 5, 2025**

Policy Council members were all invited to a meeting at HQ, 127 S. Front St. Fremont, Ohio 43420. All members were emailed the materials ahead of the meeting.

Policy Council Member Attendance							
Bowling Green FD	Jessie	Diamante	Excused	Early Head Start Home Base or EHSCCP Direct Operated	Vacant		
Clyde FD	Lesha	Dinan	Excused	Fostoria FD	Andrea	Hickle	Present
Community Representative - Ottawa County	Kylie	Davis	Excused	Fremont FD	Laura	Wetzel	Absent
Community Representative - Sandusky County	Jessica	Carter	Absent	Genoa FD	Joyce	Hadley	Present
Community Representative - Seneca County	Shyanna	Walsh	Present	Head Start Child Care Contract	Vacant		
Community Representative - Wood County	Gina	St. Bonore	Excused	LCFC EHSSCP Rep	Vacant		
Early Head Start CCP Expansion Grant	Desiree	Jackson	Present	Perrysburg FD	Marli	Fisher	Absent
Early Head Start CCP Grant-FCC	Vacant			Port Clinton Full Day	Ashley	Gallardo	Absent
Early Head Start Home Base or EHSCCP Direct Operated	Vacant			Tiffin Full Day	Courtney	Diaz	Absent

Staff present: Jacquie Wells, Michelle Foos, Angela Miller, Elizabeth Martinez and Jill Butzin.

Guests: Christopher Jackson

ADOPTION OF THE AGENDA

Shyanna Walsh moved to approve the agenda.

Joyce Hadley seconded the motion.

Motion carried.

APPROVAL OF THE MINUTES

Andrea Hickle moved to approve the minutes.

Shyanna Walsh seconded the motion.

Motion carried.

FINANCIAL REPORT

Angela Miller presented and explained the financial report.

CORRESPONDENCE

All Correspondence are included in the IM & PI reports.

DIRECTOR'S REPORT

- ◆ Jacquie Wells reported that the Credit Card report was available online.
- ◆ Jacquie Wells reported the Early Childhood Board reports were available online and they were reviewed with the group.
- ◆ Jacquie Wells shared the Annual reports should be ready in March.
- ◆ Jacquie Wells discussed an incident at a partner site that we self-reported to Office of Head Start. The Office of Head Start conducted a Risk Assessment Notification (RAN review). The staff member was terminated and we are waiting for the results of the RAN review.
- ◆ Jacquie Wells shared the combined Board and Policy Council governance training will be March 11th from 5:30-6:30.

GLCAP Board Report

Jacquie Wells shared the Board report is available online.

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Center Reports

- Genoa-learning about animals and the kids are now vets. They were making dog treats.
- Fostoria-kids have been sick. Kids have been playing store and grocery shopping. They have been making bracelets. They were also learning how going outside kills germs.
- Imaginative Beginnings Northwood-doing lots of arts and crafts. Child loves animals and wants to do everything.
- Tiffin-Shyanna shared child is going the process for extra intervention. The group had discussion at policy council about individualized plans.

Program Component Reports

- Elizabeth Martinez shared child outcomes. She shared outsiders think children are just playing but a lot of things are happening and developing in a child when they are playing.
- Michelle Foos conducted a mini eligibility training.

Executive Committee Reports/Special Meetings

None

NEW BUSINESS

1. New Hires/Terminations Approval

Andrea Hickle moved to approve the New Hires/Terminations.
Joyce Hadley seconded the motion.
Motion carried.

2. Priority Status

Andrea Hickle moved to approve the Priority Status.
Joyce Hadley seconded the motion.
Motion carried.

3. Policy Council Bylaw updates

Michelle Foos reviewed the By-laws committee's changes to Policy Council for approval.
Andrea Hickle moved to approve the changes to the By-laws.
Joyce Hadley seconded the motion.
Motion carried.

4. School Readiness Updates

Angela Miller reviewed the School Readiness updates.

5. Program Goal Updates

Angela Miller reviewed the Program Goal updates.

6. Self Assessment

Michelle Foos shared that staff will be working on annual self-assessment the week of March 17th & March 24th.
Michelle will be emailing to see if anyone is interested in signing up to assist with self-assessment.

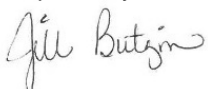
QUESTIONS, COMMENTS, CONCERNS

- Governance training will be March 11th.
- Next Policy Council meeting will be April 9th

ADJOURN

Meeting ended at 11:05 am.

Respectfully submitted,



Jill Butzin
Administrative Assistant

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GLCAP Early Childhood Program