

**GLCAP Policy Council Minutes  
May 15, 2025**

Policy Council Executive members were all invited to a meeting via email and phone on May 15, 2025. All members were emailed the materials for approval.

<b>Policy Council Member Attendance</b>							
<b>Bowling Green FD</b>	Hope	Santangelo	Present	<b>Fostoria FD</b>	Andrea	Hickle	Present
<b>Clyde FD</b>	Lesha	Dinan	Absent	<b>Genoa FD</b>	Joyce	Hadley	Present
<b>Community Representative - Seneca County</b>	Shyanna	Walsh	Absent	<b>Perrysburg FD</b>	Marli	Fisher	Present
<b>Community Representative - Wood County</b>	Gina	St. Bonore	Absent	<b>Port Clinton Full Day</b>	Ashley	Gallardo	Present

Staff present: Jacquie Wells, Michelle Foos, and Jill Butzin.

Approval from GLCAP Policy Council Executive Committee to review, approve and submit the following applications and waivers.

<b>Ohio Children's Trust Fund</b>	
<b>Funding Source</b>	Ohio Children's Trust Fund
<b>Amount</b>	\$111,000
<b>Program Period</b>	July 1, 2025 – June 30, 2026
<b>Statement of Work</b>	To provide Acceptance and Commitment Therapy (ACT) Raising Safe Kids Curriculum to 150 participants through training events.
<b>Geography of Service Area</b>	Wood, Sandusky, Ottawa, Seneca, Lucas, and Henry counties
<b>Numbers to be Served</b>	150

<b>Budget</b>	
<b>Personnel</b>	\$51,031
<b>Participant Expenses</b>	0
<b>Operations</b>	49,878
<b>Contractual</b>	0
<b>Subrecipient</b>	0
<b>De Minimis</b>	10,091
<b>Total Expenses</b>	\$111,000
<b>Match/Inkind</b>	\$0

<b>Northwest Ohio Early Head Start Expansion - Child Care Partnership (EHS-CCP)</b>	
<b>Funding Source</b>	HHS
<b>Amount</b>	N/A
<b>Program Period</b>	September 1, 2024 – July 31, 2025
<b>Statement of Work</b>	To review, approve and submit a non-federal share waiver for the amount of \$378,796 in operations and \$51,503 in start-up. The total required match for the GLCAP portion of this grant is \$378,796 in operating and \$69,435 in start-up. Delegate agency HHWP (Hancock, Hardin, Wyandot and Putnam) Community Action is requesting a non-federal share waiver for the amount of \$422,108 in operations and \$155,796 in start-up. The total required match for HHWP is the same as the waiver amounts requested.
<b>Geography of Service Area</b>	Wood, Sandusky, Ottawa, Seneca, Lucas and Hancock counties.
<b>Numbers to be Served</b>	103

**Budget – N/A**

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**Northwest Ohio Early Head Start Expansion - Child Care Partnership Program (EHS-CCP)**

<b>Funding Source</b>	HHS
<b>Amount</b>	N/A
<b>Program Period</b>	September 1, 2024 – July 31, 2025
<b>Statement of Work</b>	To review, approve and submit a request to the Office of Head Start for the delegate agency, HHWP Community Action, to utilize operating funds to purchase equipment. The equipment request includes an OAE (otoacoustic emissions) Hearing Screener and Spot Vision Screener bundle in the amount of \$13,591.99.
<b>Geography of Service Area</b>	Hancock County
<b>Numbers to be Served</b>	48

*Budget – N/A*

**EHS-CCP**

<b>Funding Source</b>	HHS
<b>Amount</b>	N/A
<b>Program Period</b>	August 1, 2024 – July 31, 2025
<b>Statement of Work</b>	To review, approve and submit a non-federal share waiver for the amount of \$175,000 in operations. The total required match for the GLCAP portion of this grant is \$411,965.
<b>Geography of Service Area</b>	Wood, Sandusky, Seneca, Ottawa and Lucas counties.
<b>Numbers to be Served</b>	264

*Budget – N/A*

**Child and Adult Care Food Program (CACFP)**

<b>Funding Source</b>	United States Department of Agriculture (USDA)
<b>Amount</b>	\$936,246
<b>Program Period</b>	October 1, 2025 – September 30, 2026
<b>Statement of Work</b>	To receive reimbursements for approximately 349,821 meals and snacks.
<b>Geography of Service Area</b>	Wood, Sandusky, Ottawa, Seneca, Lucas, Henry, Clark and Richland counties.
<b>Numbers to be Served</b>	934

**Budget**

<b>Personnel</b>	\$0
<b>Participant Expenses</b>	0
<b>Operations</b>	851,133
<b>Contractual</b>	0
<b>Subrecipient</b>	0
<b>De Minimis</b>	85,113
<b>Total Expenses</b>	\$936,246
<b>Match/Inkind</b>	\$0

Andrea Hickle moved to approve the above applications and waivers.  
Hope Santangelo seconded the motion.  
Motion carried.

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Respectfully submitted,

A handwritten signature in cursive script that reads "Jill Butzin".

Jill Butzin  
Administrative Assistant  
GLCAP Early Childhood Program