



Elkhart and St. Joseph Counties Head Start Consortium

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Dr. Kathy Guajardo, Executive Director

This institution is an equal opportunity provider

December 3, 2021

1:00 P.M.

Policy Council Meeting – Virtual/In Person

I. Call to Order

The meeting was called to order at 1:09 p.m. by Patrick Howard, Chairperson.

II. Roll Call

Patrick requested the roll call be taken, it was stated that we have two excused absences and we do have a quorum.

Those present were:

Patrick Howard	Policy Council Chairperson - in person
Reyna Gutierrez	Policy Council Vice Chairperson - Virtual
Elaiyh Pruitt	Policy Council Secretary - Virtual
Coorrie Neal	Policy Council Member - in person
Tajamie McNeal	Policy Council Member - in person
Tiffany Cruz	Policy Council Member - Virtual
Tiara Love	Policy Council Member - Virtual
Jessalyn Rink	Policy Council Member - Virtual
Emily Nissen	Policy Council Member - Virtual
Angel Abshire	Policy Council Member - Virtual
Stacey Hayden	Policy Council Member - Virtual
Latifah Gillam	Policy Council Member - Virtual
Dr. Tom Neat	Policy Council Elkhart County Member at Large - virtual
Dr. Kathy Guajardo	Head Start Executive Director – in person
Nataly Luna-Ramirez	Head Start Executive Secretary – in person
Greg Robertson	Governance Consultant – in person

Those absent were:

Taylor Ferguson	Policy Council Member - excused
Audriana Howard	Policy Council Member - excused
Allen Bell Sr.	Policy Council Member
Anita Northern	Policy Council Member
Emma Williams	Policy Council Member
Nubia Altamirando	Policy Council Member
Princess Seamster	Policy Council Member

III. Approval of Minutes

The motion for approval was made by Dr. Tom Neat and was seconded by Coorrie Neal. All were in favor.

IV. Communication

- (A.) **Executive Director's Report**
As included in the packet.
- (B.) **Policy Council Chairperson's Report**
None at this time.
- (C.) **Board Member's Communication**
None at this time.

Action Agenda

- 21-1117-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Stacey Hayden and was seconded by Angel Abshire. All were in favor.
- 21-1117-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval to table the item was made by Coorrie Neal and was seconded by Angel Abshire. All were in favor.
- 21-1117-03 Approval for the Submission for a Waiver for the Reduction of Disabilities Services for the Early Head Start Child Care Partnership Program**
The motion for approval was made by Tajamie McNeal and was seconded by Tiara Love. All were in favor.
- 21-1117-04 Approval for the Submission of the Annual Audit to the State Board of Accounts**
The motion for approval was made by Stacey Hayden and was seconded by Coorrie Neal. All were in favor.
- 21-1117-05 Approval to Request the Carry-Over of the Early Head Start Child Care Partnership Program**
The motion for approval was made by Coorrie Neal and was seconded by Tiara Love. All were in favor.
- 21-1117-06 Approval to Request the Carry-Over for the CARES ACT Funds for Early Head Start Child Care Partnership Program**
The motion for approval was made by Tiara Love and was seconded by Angel Abshire. All were in favor.
- 21-1117-07 Approval to Request for a Non-Federal Share Waiver for Early Head Start Child Care Partnership Program**
The motion approval of item to be waived was made by Angel Abshire and was seconded by Jessalyn Rink. All were in favor.

V. New Business and Reports

None at this time

VI. Adjournment

A motion for adjournment was made by Patrick Howard and seconded by Coorrie Neal. All were in favor. The meeting was adjourned at 1:51 p.m.

Submitted by:

Natally Luna-Ramirez