



# **Policy Council Meeting**

## ***Junta del Consejo de Política***

**When:** Wednesday, April 10, 2013

***Cuando:*** Miércoles 10 de Marzo del 2013

**Where/ *Donde:*** 439 Devlin Rd. Napa, CA

**Time/ *Hora:*** 5:30 PM – 8:30 PM

***Training/Entrenamiento:***  
**Gang Prevention**  
***Prevención de Pandillas***

***Guest Speaker/Orador Invitado:***  
**Johana Guzman, Prevention Coordinator**

# Policy Council Committee Meetings

## *Comités del Consejo de Política*

COMMITTEE/ COMITÉ	DATE/ FECHA	TIME/ HORA	SITE/ SITIO
Health & Nutrition <i>Salud y Nutrición</i>	Tuesday, May 7, 2013 <i>Martes, 7 de Marzo de 2013</i>	5:30-6:30 PM	Admin Office <i>Oficina Administrativa</i>
Education <i>Educación</i>	Tuesday, May 7, 2013 <i>Martes, 7 de Marzo de 2013</i>	6:30-8:30 PM	Admin Office <i>Oficina Administrativa</i>
Personnel <i>Personal</i>	Thursday, May 2, 2013 <i>Jueves, 2 de Mayo del 2013</i>	6:00-7:00 PM	Admin Office <i>Oficina Administrativa</i>
Planning & Finance <i>Finanzas y Planificación</i>	To Be Announced <i>Se anunciará</i>	To Be Announced <i>Se anunciará</i>	To Be Announced <i>Se anunciará</i>
Family Services <i>Servicios Familiares</i>	To Be Announced <i>Se anunciará</i>	6:00-7:30 PM	Admin Office <i>Oficina Administrativa</i>
Executive (Officers Only) <i>Ejecutivo (Solo Oficiales)</i>	To Be Announced <i>Se anunciará</i>	5:00-7:00 PM	Admin Office <i>Oficina Administrativa</i>

# **PC Fundraiser Drawing**

**Don't forget that the drawing for the Ipad will take place on February 13 at the Policy Council meeting, after announcements.**

**Please plan on arriving at 5:30 so that you can turn in your tickets and money before the meeting starts.**

**Good Luck!**

## **Rifa del CP para Recaudar Fondos**

**No olvide que la rifa para el Ipad se llevará a cabo el 13 de febrero en la reunión del Consejo de Política, después de los anuncios.**

**Favor de llegar a las 5:30 para entregar sus boletos y dinero antes del comienzo de la reunión.**

**¡Buena Suerte!**





**Policy Council**  
**April 10, 2013**  
**Administrative Office**

**Administrative Office**

439 Devlin Road  
 Napa, CA 94558

Phone: 707-252-8931  
 1-866-573-4274

**Juan's Extension: 2854**  
**Cecilia's Extension: 2151**

<b>6:30</b>	<b>Call to Order</b>	Vinita Sepolen, Chair
	<b>Roll Call – establish quorum</b>	CJ Steinhour, Vice-Chair
	<b>Approval of the Agenda (Action Item)</b>	Vinita Sepolen, Chair
	<b>Approval of the Minutes from 03-13-13 (Action Item)</b>	
	<b>Introduction of Guests</b>	
<b>6:40</b>	<b>Announcements/Correspondence</b>	All
	Representatives are encouraged to bring announcements regarding upcoming events or other items of news they think are important for the group to hear. This time may also be used to bring up concerns or questions regarding procedures or processes at your sites or within the agency.	
<b>6:50</b>	<b>Director's Report</b> <b>2013-2016 Program Goals &amp; Year 1 Objectives (Action Item)</b>	Debbie Peralez, Exec. Director
<b>7:10</b>	<b>School Readiness Goals Progress</b>	Susan Smith, Ed/Dis Manager
<b>7:20</b>	<b>2012-2013 Program Self-Assessment</b>	Karen Sanchez, CD Director
<b>7:30</b>	<b>Committee Reports</b>	
	<b>1. Planning &amp; Finance Committee</b> 2 <sup>nd</sup> Quarterly Budget (Action Item)	Esmeralda Salinas, Treasurer Patty Donati, Fiscal Director
	<b>2. Personnel Committee Report</b> Hires, Promotions, Terminations, Openings (Action Item)	Lenesha Anderson, Secretary Debbie McGrath, Bus. Serv. Dir.
	<b>3. Family Services Advisory Committee</b> 2013-2014 Selection Criteria (Action Item)	CJ Steinhour, Vice-Chair
<b>8:15</b>	<b>PC Attendance Exception (Action Item)</b>	Juan Cisneros, FCPD
<b>8:25</b>	<b>Summary Report</b>	Lenesha Anderson, Secretary
<b>8:30</b>	<b>Adjournment (Action Item)</b>	Vinita Sepolen, Chair





# POLICY COUNCIL MEETING

March 13, 2013  
Administrative Office, Napa

## CALL TO ORDER

The meeting was called to order at 6:35 p.m. by Vinita Sepolen, Chair.

## ROLL CALL

Roll call by CJ Steinhour. A quorum was established.

***Representatives Present:*** Chan'te Ebuén, Fabiola Rodriguez, Kami Doland, Errol Pakenham, Vanessa Abila, Henry Hajsombath, CJ Steinhour, Tasha Helms, Jeannette Salinas, Marisol Amado, Magdalena Roman, Lisa Cismowski, Kywana Reed, Johanna Aragon-Peek, Lenesha Anderson, David Cole, Maria Herrera, Christine Gallagher, Edgar Soto, Justine Fournier, Sonia Perez, Esmeralda Salinas, Jefferi Feri, Laura Amezcua, Heladia Lopez, Sandra Tellez, Maria del Rosario Lopez, Gabriela Peniche, Vinita Sepolen

***Representatives Absent:*** Dulce Moreno, Dr. Sherry Tennyson

***Representatives Excused:*** Maira Rivera, Evangelina Contreras, Trinidad Puente, Margurite Pariani

***Staff and Guests Present:*** Maria Del Rosario Lopez, Board Member  
Gabriela Peniche, Board Member  
Debbie Peralez, Executive Director  
Juan Cisneros, Family Community Partnership Director  
Patty Donati, Fiscal Director  
Marie E. Willis, Executive Assistant  
Cecilia G. Olmedo, Parent Involvement Coordinator  
Yaline Gonzalez, Translator  
Gerardo Reyna, Fairmont Alternate  
Laurie Puzo, Consultant to the CA Senate

## **APPROVAL OF AGENDA & MINUTES**

**Motion: To approve the agenda for tonight's meeting. Christine Gallagher David Cole, MSP. Fabiola Rodriguez abstains.**

**Motion: To approve the minutes from the February 13 meeting, noting Esmeralda's last name is Salinas, not Muñiz. Justine Fournier/ Sonya Perez, MSP.**

## **GROUND RULES**

Vinita Sepolen, Chair, recommended revising the Policy Council Ground Rules to include the addition of #7: Hold comments and questions to the end of presentations.

Motion: To approve the addition to the Ground Rules. Christine Gallagher, CJ Steinhour. Fabiola Rodriguez and Lisa Cismowski abstain. Motion does not carry.

## **EXECUTIVE DIRECTOR REPORT**

Debbie Peralez, Executive Director, presented information regarding Sequestration. At this time, Head Start programs will experience a 5% cut in budgets in the 2013 program year. For Child Start, this means cuts will take effect in September 2013, the beginning of the 2013-2014 program year. This may mean cuts to services to children and families.

The agency is awaiting guidance from the Federal Office regarding how to implement the budget cut.

Debbie encouraged representatives to communicate with their federal representatives regarding their concerns about Sequestration and the impending cuts.

Debbie shared information regarding the Strategic Planning session that occurred on March 12. The 2 PC Officers, Board of Directors, and the agency's Management Team met to discuss plans for the next program year.

## **BOARD OF DIRECTORS REPORT**

Gabriela Peniche, Board Member, presented the Board of Directors Report. At the last meeting, the Board discussed the Inkind Challenge and heard from Debbie Peralez regarding the submission of a response to a Letter to the Editor submitted to the Daily Republic. Debbie also shared her experiences at the NHSA Conference in Washington, D.C., held in January. Yvette Sanchez-Fuentes presented information regarding the new 5 year grant cycle.

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## PLANNING & FINANCE COMMITTEE REPORT

Esmeralda Salinas, Treasurer, presented the Planning & Finance Committee Report. At their last meeting, the committee discussed Sequestration.

The committee also reviewed the Parent Emergency Fund, which is used to fund Head Start Scholarships every year in Napa and Solano Counties. The committee recommended the continuation of the Head Start scholarship.

Motion: To approve funding the Head Start Scholarship program in Napa and Solano Counties in the amount of \$500 each. Justine Fournier, Lenisha Anderson. Kami ??? abstains.

The committee also reviewed the Child Care Reimbursement rate and recommends no change at this time.

**Motion to approve the Child Care Reimbursement rate as it stands. Justine Fournier, Kami Doland**

Patty Donati, Fiscal Director, and Esmeralda ???, Treasurer, presented the Budget Report. There are no concerns at this time.

## PERSONNEL COMMITTEE REPORT

Lenisha Anderson, Secretary, presented the Personnel Committee Report.

At the last meeting, the committee reviewed the following items:

1. new hires
2. North Vallejo site update
3. staff applications

The committee also discussed ways to improve in-kind contributions.

Kim Robinson, Site Supervisor for the Silveyville site, has been promoted to Site Supervisor for the Mariposa 2 site.

The following new hires were recommended::

Staff Name	Position	Location
Maria Guadalupe Medina	Teacher 3	Markham
Moira Nikaido	Teacher 3	Vineyard Crossing 1
Rose Marie Proch	Food Service Worker	Sunset Creek

**Motion to approve the above-mentioned new hires. David Cole, Jeff Feri**

## FAMILY SERVICES ADVISORY COMMITTEE REPORT

CJ Steinhour, Vice Chair, presented the Family Services Advisory Committee Report. At their last meeting, the committee reviewed and began revising the Parent Survey for distribution in April.

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## PROSPECTIVE COMMUNITY REPRESENTATIVE INTRODUCTION

Lori Puzo was introduced as a prospective Community Representative on the Policy Council. Lori has a background in early childhood education, the wine industry, and politics. Lori is a retired advisor to Noreen Evans, California State Senate Representative.

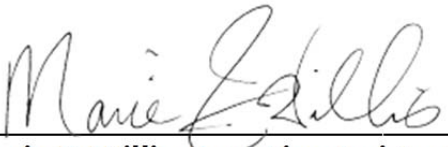
**Motion: To approve Lori Puzo as a Community Representative on the Policy Council.  
Lenesha Anderson, CJ Steinhour.**

## SUMMARY REPORT

Lenesha Anderson, Secretary, presented the Summary Report.

## ADJOURNMENT

**Motion to adjourn the meeting at 8:31 p.m. CJ Steinhour/ Esmeralda Salinas, MSP.**

  
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**Marie E. Willis, Executive Assistant**