

Contra Costa County
EHSD – Community Services Bureau
Head Start Policy Council Executive Committee Meeting Minutes
 Location: 1470 Civic Court, Suite 200

Date: 10-8-24 Time Convened 6:25 p.m. Time Terminated 6:55 p.m. Recorder: Claudia Haley

Attendees: TuLiisa Miller, Gabriela Gomar Garibay, Janelle F. Lafrades, Michelle Mankewich and Ana Araujo

Absentees: Norma Chayrez

TOPIC	RECOMMENDATION / SUMMARY	
<ul style="list-style-type: none"> Review Desired Outcomes and Ground Rules 	<ul style="list-style-type: none"> Gabriela Gomar Garibay, Vice-Chair, called the meeting to order at 6:25 p.m. Gabriela Gomar Garibay, Vice Chair, reviewed the desired outcomes. Janelle Lafrades, Parliamentarian, reviewed the meeting ground rules. 	
<ul style="list-style-type: none"> Public Comments 	None	
<ul style="list-style-type: none"> Staff Reports 	<p>Michelle Mankewich, Administrative Services Assistant III, provided the program updates.</p> <ul style="list-style-type: none"> October is Head Start awareness month, this is a great month to spread the word to family, friends, neighbors, folks you meet at the park about the benefits you and your child receive being part of the Head Start family. September marked Pedestrian safety month. In collaboration with Contra Costa Health Services and the California Highway patrol, George Miller Concord held our first ever Bike Rodeo for the children enrolled and their siblings! It was a huge success, and we look forward to hosting one in the East and one in West County soon. September saw an increase in attendance and enrollment. Staff are working hard to host enrollment clinics at the centers to support the full enrollment initiative. 	
<ul style="list-style-type: none"> Action: Review and approve September 4, 2024, Executive Meeting Minutes 	<ul style="list-style-type: none"> The minutes were reviewed; no corrections were noted. A motion to approve Sept 4, 2024, Executive Meeting Minutes was made by TuLissa Miller and seconded by Janelle Lafrades. The motion passed. 	
<ul style="list-style-type: none"> Review and Decide on Parent Recognition of Staff 	<ul style="list-style-type: none"> The group reviewed all nomination forms and selected Ms. Megan O’Brien, Teacher at George Miller and Ms. Patricia Moreno, Teacher at Ambrose; to receive recognition at the October 16, 2024, Policy Council Meeting for their outstanding work with the children and families. The nominated staff will be invited to receive recognition at the October 16, 2024, Policy Council meeting. 	
<ul style="list-style-type: none"> Review and set Agenda for October 16, 2024, Policy Council Meeting 	<ul style="list-style-type: none"> The group reviewed and set the agenda for the October 16, 2024, Policy Council Meeting. Wellness Activity: Share a family tradition or recipe you enjoy during the Fall. 	
<ul style="list-style-type: none"> Meeting Evaluation 	<p><u>Pluses / +</u></p> <ul style="list-style-type: none"> 3 out of 4 Exec representatives 	<p><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> Nothing to report