



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Head Start Policy Council

Wednesday, April 1, 2026

6:00 PM 1470 Civic Ct. Suite 200 Concord | Zoom:
<https://cccounty-us.zoom.us/j/86062753827>
Meeting ID: 860 6275 3827

Executive Subcommittee Meeting

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

Gabriela Garibay, Chair, called the meeting to order at 6:12 PM

Garibay reviewed the desired outcomes and ground rules.

Present Gabriela Garibay, TuLiisa Miller, and Raquel Magana

Excused Norma Chayrez

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

There were no public comments

3. Staff Report

Michelle Mankewich, Administrative Services Assistant III, provided the program updates.

- **The Fiscal Year 2026-2027 Head Start Grant Application was submitted.** No further action was taken. The Policy Council is awaiting a response.
- **Week of the Young Child (WOYC) will be observed from April 13 through April 17.** Information was shared regarding opportunities for Policy Council members to visit centers, engage with staff, and participate in recognition activities. Members were encouraged to coordinate with their Site Supervisor to participate at site events.

4. Advocacy Day Report

Agenda item was removed, as no report necessary

5. ACTION: Review and approval of the Executive Meeting Minutes March 4, 2026 [26-1334](#)

Attachments: [Exec Meeting Minutes 3-4-2026 Draft](#)

The February 4, 2026, Executive Meeting Minutes were reviewed. No corrections were noted. A motion to approve the minutes was made by Tuliisa Miller and seconded by Raquel Magaña. The motion passed.

6. Review of March 18, 2026, Policy Council Minutes [26-1335](#)

Attachments: [Policy Council Meeting Minutes 3-18-2026 Draft](#)

The February 18, 2026, Policy Council Meeting Minutes were reviewed. No corrections were noted. The minutes will be presented for approval on April 15, 2026, Policy Council Meeting.

7. Decision regarding Parent Recognition of Staff

The team reviewed all nomination forms and selected the following individuals: Ms. Lillia Refes, Master Teacher at GMIII; Ms. Emaly Karnsouvong, Associate Teacher at Crescent Park; Ms. Maria Buban, Master Teacher at Riverview, Ms. Lizzette Romero, Family Advocate at Riverview; Mr. Ruben Cardona, Assistant Manager at George Miller Concord; and Ms. Ana Araujo, Manager at George Miller Concord. The individuals will receive recognition on April 15, 2026, Policy Council Meeting for their outstanding work with children and families.

8. Review and agree on April 15, 2026, Policy Council Meeting Agenda [26-1336](#)

Attachments: [Policy Council Agenda 4-15-2026 DRAFT](#)

The agenda for the April 15, 2026, Policy Council Meeting was reviewed and finalized

9. Agreement on wellness activity for April 15, 2026, Policy Council Meeting

A group stretch was suggested as wellness activity for the next Policy Council Meeting

10. Meeting Evaluation

Pluses:

Able to hold the meeting.

Deltas:

N/A

The next meeting is currently scheduled for May 6, 2026.

Adjourn

The meeting was adjourned at 6:39 PM

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