

Joint Board and Policy Council Meeting Minutes

Wednesday, June 21, 2023, 4:30pm

490 S Paw Paw St, Lawrence, MI 49064

Section #	Topic
1.	<p>Welcome and Preliminaries – Brian Saxton called meeting to order at 4:38pm</p> <ul style="list-style-type: none"> • Board members in Attendance: Brian Saxton (chair), Arthur Havlicek (Vice Chair), Linda Tinsley (secretary), Mark O’Reilly, Mary-alice Wirick (PC Chair) • Policy Council members in Attendance: Efrain Chavez (Bangor), Mellody Buzalski (Cass GSC), Sherry Bennet (Van Buran GSC), Mary-alice Wirick (Niles-Bell, PC Chair) • Guests in Attendance: Chanda Hillman (CEO/Executive Director), Laura Burtis (Finance Director), Jade Evans (Communication and Engagement Coordinator), Nona Newborn (DEC Center Director), Georgia Hunter-Atkinson (Home Based Supervisor), Allison Lowry (Operations Director), Sarah Savage (Family Advocate), Eve Caballera (Family Advocate), Betty Hernandez (Family Advocate), Mandy Orlando (Education Director), Patti Masters (EHS Education Director), Gloria Walters (Family Services Director), Ana Moreno (Family Advocate), Tiffany Costner (Family Advocate), Trecia Davis (Family Advocate), Stacey Knuth (ERSEA Manager), Kristina Root (EHS Education Coach), Rut Vargas (Application and Enrollment Assistant), Scott Coppa (enFocus), Jodi Curran (Family Advocate), Becky Welch (Niles Teacher), April Mitchel (Niles Teacher), Trent LaMonds (Family Advocate), Holly Pomranka (Family Services Manager), Laura Brugh (Family Advocate), Marybeth Johnson (HR Manager), Crystal Hayes (Family Advocate) • Policy Council members who Voted Through Email: Amanda Simpson (New Buffalo), Ruby Flores (South Haven) <p>Quorum was met.</p>
2.	<p>Approval of Agenda</p> <p>A. * Accept New Members – Ashley Hines Ashley is a life-long resident of Benton Harbor and is currently the Executive Director at the Benton Harbor Community Development Corporation. Arthur Havlicek motioned; Linda Tinsley seconded. Motion passed.</p> <p>B. * Approval of Excused Absences – Kaycee Dochenetz, Chris Burns, Danielle Persky Linda Tinsley motioned; Mark O’Reilly seconded. Motion passed.</p> <p>C. * Approval of Agenda</p> <ul style="list-style-type: none"> ○ Removal of Presentation of Audit Report - Audit was complete with no findings, but the financial statements were not complete for presentation.

	<ul style="list-style-type: none"> ○ Board will go into Executive Session at the end of the meeting, for an informational discussion. <p>Arthur Havlicek motioned; Mark O'Reilly seconded. Motion passed.</p>
3.	<p>Consent Agenda Items (A consent agenda allows the board to approve all these items together without discussion or individual motions.)</p> <ul style="list-style-type: none"> A. * Minutes from Board and PC meeting in May 2023 B. * Director Reports – May C. * Finance Report - May <p>Ashley Hines motioned; Arthur Havlicek seconded. Motion passed.</p>
4.	<p>Board Decisions (Motions)</p> <ul style="list-style-type: none"> A. * Annual Report – highlights TCHS impact for the 2022-2023 fiscal year Linda Tinsley motioned, Mark O'Reilly seconded, Motion passed. B. * 1303 Application – Purchase of the Millburg facility. Hope to complete purchase in Fall 2023 or Winter of 2024 with operations beginning Fall of 2024 Arthur Havlicek motioned, Ashley Hines seconded, Motion passed. C. * Family Handbook – Annual review and update. Linda Tinsley motioned, Mark O-Reilly seconded, Motion passed. D. * Employee Handbook – A few minor updates but nothing major. Mark O'Reilly motioned; Ashley Hines seconded. Motion passed.
5.	<p>Communications (significant events and operations)</p> <ul style="list-style-type: none"> A. Grant Progress <ul style="list-style-type: none"> a. Discussed progress on COLA/QI, Change in Scope, and Carryover Request B. 5-Year Grant Application Strategic Timeline <ul style="list-style-type: none"> a. Reviewed timeline for preparing for the next 5-year grant application. C. Board and Policy Council Meeting Dates 2023/2024 D. National/State Updates <ul style="list-style-type: none"> a. Discussed results of national Debt ceiling talks and we are anticipating a funding reduction of 1-3%, not the 22% in the beginning talks. b. Discussed the impact of universal pre-k state considerations. Concerns about the current senate plan 32-E, which would implement 4-year-old Pre-K in school districts without licensing and current quality requirements. E. The Future of Early Childhood Education <ul style="list-style-type: none"> a. Reviewed current strategy document
6.	<p>Board Work on the Strategic Vision (Report on Progress of Organizational Goals)</p>

	<ul style="list-style-type: none"> A. Consultant Update – Scott Coppa spoke about his scope of work and progress. B. Strategic Work – worked on future name and mission changes
7.	Board Education <ul style="list-style-type: none"> A. None
8.	Board Process Review <ul style="list-style-type: none"> A. Pleasure of the Floor - none
9.	* Adjournment and Post Meeting Assignments Meeting Adjourned at 6:25 pm Mark O’Reilly motioned; Linda Tinsley seconded. Motion passed.
10.	Executive Session – Discussed future location possibilities

Required Training: August 15, 2pm or October 11, 6pm at Paw Paw Office (HSO) 775 Hazen Street, Paw Paw 49079

Next Meeting Policy Council: August 30, 5:30 pm, at Paw Paw Office (HSO) 775 Hazen Street, Paw Paw 49079

Next Meeting Board: August 31, 3 pm, at Paw Paw Office (HSO) 775 Hazen Street, Paw Paw 49079

*Denotes approval needed.