



**REGION VI HEAD START ASSOCIATION
BOARD OF DIRECTORS VIRTUAL MEETING AGENDA**

**Monday, January 30, 2023
8:00-MT/9:00CT a.m. –Zoom Meeting**

Meeting Minutes

I. Opening Business Items

A. Call to Order/Greetings/Welcome – Gloria Lopez, President

The meeting was called to order by Gloria Lopez, President, at 8:02 am. She welcomed everyone in attendance and thanked them for their continual commitment, remembrance of Manuela Rendon, who passed away the day after Christmas,

B. Presentation & Seating of New Members –Albert Black, Vice-President

–Albert Black, Vice-President—No new members to present or seat.

C. Roll Call & Establish Quorum – Roll Call taken by Crystal Pena, 12 out of 20 votes present; quorum established.

<u>Representative</u>	<u>Alternate</u>	Vote ✓
<u>Arkansas</u>		
X Susan Templeton, Director	o Sarah Wilhite, Director	✓
X Jacqueline Burton, Staff	o Tequila Smith, Staff	✓
o Parent:	o Parent:	
X Jackie Govan, Friend	o Rhonda Ahrent, Friend	✓
<u>Louisiana</u>		
X Rhonda Tayler, Director	o Michelle Joubert, Director	✓
X Erika Arvie, Staff	o Staff: Latissa Fredericks	✓
o Parent:	o Parent:	
X Kahree Wahid, Friend	o Friend:	✓
<u>New Mexico</u>		
X Gloria Lopez, Director	o Misty Pugmire, Director	✓
X Crystal Pena, Staff	o Staff:	✓
o Parent: Dmaria “Demi” Gutierrez	o Parent:	
X Luis Quinones, Friend	o Friend:	✓
<u>Oklahoma</u>		
X Kathy Castleberry, Director	X Anthony Stafford, Director	✓
o Susie Powers, Staff	X Laurie Gassaway, Staff	✓
o Sarah Scott, Parent	o Parent:	
X Paula Brown, Friend	o Friend:	✓
<u>Texas</u>		
o Weldon T. Beard, Director	o Venetia Peacock, Director	
o Staff:	o Staff:	
o Parent:	o Parent:	
X Albert L. Black, Friend	o Friend:	✓
		13 /20 (11 or more)

Board Advisors in attendance were State Presidents: Jackie Burton (AR), Rhonda Taylor (LA), and Crystal Pena (NM). Collaboration Directors: Jackie Govan (AR), Kahree Wahid (LA), Paula Brown (OK), and Alferma Giles (TX). Regional Office at 10:00 am, Kenneth Gilbert and Maria Cervera.

II. Approval of Agenda – Gloria Lopez, President

Jackie Govan makes a motion to approve the agenda as presented to change Jana Bays to Jackie Burton, seconded by Kahree Wahid. All in favor, motion carried.

III. Approval of Minutes: September 27, 2022, minutes by Crystal Pena, Secretary.

Paula Brown makes a motion to approve meeting minutes of September 27, 2022; Laurie Gassaway seconds it. All in favor, motion carried.

IV. Treasurer’s Report – Paula Brown, Treasurer-Paula Brown, reported that they are still finalizing the auditor and will use someone local. Bank account balance of \$141,080.15, pending membership dues posted to account-Arkansas of \$500 and interest \$26.96, and expense bill payment of \$29.85 and \$2,489.00 insurance annual dues. Outstanding 2022 for Texas dues of \$ 139,083.26. After discussion with the non-profit auditor needs to resume non-profit status and then can proceed with the auditor.

Discussion: Jackie Govan asked about the fee for filing taxes fee to obtain non-profit status; Paula Brown reported that she is unsure of the exact amount. Gloria suggested we can make a motion to approve to move forward, call a special meeting, or email vote. Agreed to send email to conduct vote based on responses. Gloria asked about the dues to NHSA, and Paula reported that she had not received the invoice. Paula reported sending three invoices to Texas Head Start Association membership dues to Region VI.

Jackie Govan makes a motion to approve the treasurer’s report as presented Jackie Burton seconds it. All in favor, motion carried.

V. Standing Committee Reports – Committee Chairs

A. Audit/Budget/Finance –Paula Brown- Gave update during Treasurer’s report.

B. Scholarship/Awards/Recognition –Alferma Giles

Ms. Giles reported that scholarship recipient Carrie Reynolds submitted a letter to Region VI on behalf of the scholarship she received and will be reimbursed into her account Spring semester. Alferma wants to address a matter and submitted a letter in November 2022. Scholarship Committee representative Dona Hicks received two scholarships for Oklahoma and submitted November 9, 2022, after the deadline. Alferma read her email to President Gloria Lopez. Alferma commented that this decision is beyond Committee Chair and suggested allowing applicants to apply again. Gloria commented that correspondence was submitted in advance and applications were incomplete. Paula Brown reported that this issue was discussed with state associations and agreed, will discuss it with Dona and provide support. The state will submit an award from the state to help with expenses. The scholarship period for this year is April 3rd through June 3rd since the conference will be held in July.

Paula Brown makes a motion not to approve scholarships submitted from Oklahoma as presented and Jackie Govan seconds it. All in favor, motion carried.

C. Communication/Public Relations –Albert Black

No report was given.

D. Policy & Procedures –

No report was given. Gloria reported that this position is vacant and asked anyone to chair the committee. Alferma asked about the policies and procedures related to by-laws if we could combine the two since we do not have a committee chair. Jackie Govan commented Alferma could be chair because they are different. Laurie Gassaway nominated herself as Policy & Procedures Chair, and Gloria Lopez and Alferma Giles will be on the committee. No further discussion.

E. By-Laws –Jackie Govan

Jackie Govan reported that current by-laws are still in effect; April or May will look to update. Asking if there are any suggestions/changes on by-laws to submit to Jackie Govan in advance.

Jackie Govan makes a motion to approve the committee reports as presented Jackie Burton seconds it. All in favor, motion carried.

VI. Special Presentation: ACF Regional Office Updates-Kenneth Gilbert, Region VI Program Manager

Gilbert reported \$560 million COLA, about 5.2% for head start staff; the bill includes quality improvement and staff retention. Programs can submit change-in-scope applications, IMHS2209 conversion of Head Start slots, and IMHS2206-strategies to stabilize the head start workforce. Grant consolidations, 19 in the region so far, expecting to increase in 2023 due to budgetary and expansions. Cannot consolidate CH grants into HP grants; program specialist can provide support if any questions on consolidations.

Close-out activities and request for carry-over on unobligated balances. January 24th correspondence was sent out. Grant recipients anticipate unobligated balances, and carry-over must be submitted in the enterprise system by February 24th. COVID-19 closeout, refer to email blast 12423 will need to register for the office of head start grant management session that will provide information on closeout in April. In September, recipients who have four consecutive months under enrollment with less than 50% of their funded enrollment. Beginning January 31st, letters will be submitted to programs under the 50% under-enrollment. OHS will provide timely and ongoing technical assistance. At the end of the 12 months, if the program still operates with 50% under enrollment, it takes about two years to go through the chronically under-enrolled program. Currently have 12 under-enrolled programs. Encourage recipients to attend ERSEA virtual institute February 15-16th; families who received SNAP are eligible.

Monitoring FA for the year has been reduced; FA 2's reviews will pilot promising practices. Additional monitoring will be child safety, children exposed to lead in paint or water, lack of supervision, inappropriate discipline, ERSEA, and ECD.

Child and Health & Safety Initiatives in Region reports have increased significantly. They are showing up on reviews, non-compliance, and deficiencies, so as a result, Region VI has put together initiatives for grant recipients of a resource library by improving risk management procedures. Monthly will devote 10 minutes to provide support/resources in child health & safety. Program specialists will have resources to help guide monthly sessions. Maria Cervera

commented that grant recipients could return resources to their programs to enhance health & safety.

Discussion: Kahree Wahid asked about programs up for re-competition and concerns about disruption of services in the middle of the school year due to the lingering process. Kenneth commented that disruption of services is always at the forefront when making decisions.

Gloria Lopez asked about the COVID spend down; how Region VI is doing with their spend-down. Gilbert commented that they are focusing on grant recipients and are aware of the balance and expending on appropriate allowable costs. Maria commented on looking at project areas if there are health & safety needs to consider using funds for facility upkeep. If you continue to roll over funds, consider applying for 1303 applications. If anyone has any questions about 1303, we can provide support send Maria Cervera an email.

VII. General Standard Reports ---**Brief Highlights Only**

A. State Collaboration Reports (AR-LA-NM-OK-TX) – Collaboration Directors

Arkansas- Jackie Govan, see attached report on the website; happy to announce Arkansas received the preschool grant. Have a new Governor in the state involved in a critical race. Jackie has a meeting with Governor on February 6th concerned with racial equity with committee members. Office of Head Start, the new interim Director, hired Omar Shannon to work with Collaboration Directors. Shout out to Beth Carin for keeping collaboration directors together. NHSA is using a new format called board matters. Discussed new variant of COVID is affecting people and may peak in head start programs. Gloria Lopez would like to congratulate Jackie and Arkansas conference committee for a job well done. The Winter Leadership Conference was held last week in January; NHSA did an excellent job and helped prepare for the meetings with congressional delegates. All delegates suggested that Head Start should request regular funds versus an increase right now due to the budget and available funds.

Louisiana- Kahree Wahid reported that the collaboration office completing an annual report on activities taking place in the state. Sending information out about tax credits for staff and childcare. This year 130 for career pathways and 10 for administrative scholarships; they received a number and are eligible for tax credits. Database system to store data, ED Link mainly to store ECE data. This will allow us to follow the individual of services. NHSA participate in the 2023 conference in Louisiana, the waiting list for the childcare CCAP program. Carry over to take the funds on literacy around the state. Department of Education will do a teacher leadership conference in conjunction with our CCAP conference, scheduled May 29-June 4th in New Orleans.

New Mexico- No report given.

Oklahoma- Paula Brown is posted on the Region VI website. The office is planning a spring virtual conference that will be held at the state level. It was communicating with Region VI and fellow collaboration directors. The office was awarded a contract with Oklahoma clearing house early childhood with the pyramid model.

Texas- Alferma Giles reported working on a needs assessment and will meet with the advisory board on February 2nd to revise and update some of the work. Use the remaining grant funds to support Head Starts to work with school districts in the transition process. Texas early learning standards will be posted on the website. Collaboration directors work on the functions of their role and want to create policies and procedures that include job descriptions supporting new directors. The first board meeting is on January 19th; I want to get back on track

and move forward. The attentive date for the state conference is June 7-9, 2023, in Houston. Texas did receive the PDG 5 grant; the head start was part of the application on eligibility criteria. Texas is exploring other possibilities. Focus on racial & equity and family engagement—huge push for grantees to use the workforce registry and access professional development.

B. State Advisory Reports – (AR-LA-NM-OK-TX) – State Presidents
Arkansas- Jackie Govan-See attached report on website.

Louisiana- Rhonda Taylor reported that Louisiana met on January 12th to discuss ongoing issues state and nationwide. Discussed upcoming conference July 17-21, 2023, in New Orleans at the Hilton New Orleans Riverside Hotel. Registration will begin attentively on February 3rd. The cut-off date to book hotels will be June 16, 2023, will charge a card for the first night. Will send an invite to Kenneth Gilbert, childcare, OHS, and National; I want to invite all. Conference theme: "Building Communities Together, Charting the Course and Navigating the Way". Shared the agenda at a glance: Monday is travel day; Tuesday will have pre-conference, welcome parade, and opening of general session; Wednesday breakout sessions, evening game night; Thursday breakout sessions, awards luncheon, state and affiliate meetings, all white night affair-parent event, and Friday will have closeout session. Registration conference fee, early bird \$300-March 1-April 1, pre-conference is \$150, registration is \$400-April 2-July 1, and on-site registration is \$500-July 2nd. The call for papers will go out by Friday, February 2nd.

Discussion: Alferma commented that Cvent would not charge a fee and to investigate this so that when they pay online will not charge the extra fee. Rhonda asked about seed money; a total of \$5000 will be given, and then after the conference will reimburse. Paula requested Rhonda Taylor's address so she could get seed money out.

Jackie Govan makes a motion to approve the committee report for Louisiana for the conference report as presented and to release the \$5,000 seed money from Region VI. Laurie Gassaway seconds it. All in favor, motion carried.

Oklahoma- Christin Bolinger reports the scholarship situation that was already addressed and will make necessary improvements so we can prevent further issues—working with hunger DHS staff to help with SNAP eligibility and looking into better access to fingerprinting to all programs. Head Start grantees will participate in Conscious Discipline professional development, and they are excited to be a part of this opportunity.

Texas- Alferma Giles reported in the State Collaboration report, adding changes with board members, and looking forward to getting back on track. Happy to have Jon and Associates assist in regrouping. The next meeting is on March 19, 2023 and will have ERSEA training. Mr. Beard is with Child Inc. with Mr. Black as a consultant and is in Houston.

New Mexico- Crystal Pena reported NMHTA Funding Priorities 2023: Submitted letter Secretary Elizabeth Groginsky with NMHTA priorities for the funding year 2023. Met in November to discuss the letter and requested some information from head start grantees. Scheduled meeting for February 2, 2023, to discuss funding.

- 1) First and most important is to increase salaries for early childhood educators, including home visitors and support staff. We propose that the funding be granted directly to providers, as stated in the Governor's press release, rather than the current system of individuals applying for differential pay. The provider

would be responsible for producing payroll records and be available for required audits. Our recommendation is for a minimum of \$3.00 per hour.

- 2) Pay parity for community-based programs with staff who possess comparable credentials.
- 3) Specifically, allocated funds for capital improvement projects be available for capital improvement projects, including the building of state-of-the-art early childhood centers specifically for children from birth to 5 yrs. old. The facilities would remain the property of the State of New Mexico but be utilized to increase access to quality development centers as partners to create a stable economic environment.
- 4) Capital improvement funds should also be allocated not only for indoor but also for fun stimulating, engaging, interactive play spaces for young children.
- 5) Increase Medicaid reimbursement for home visitation programs. Also, consider combining grant funding and Medicaid reimbursement to fund expensive medical model home visitation programs.
- 6) Availability for supplemental funding to programs to provide extended hours beyond regular program hours to meet the needs of working families better.
- 7) Availability of supplemental funding for Head Start programs to provide year-round services.

Head Start Collaboration Director: Pending the selection of a new Director, the interim Director is Shana Runck. NMHSA representative will be part of the interviews for selecting the Deputy Director for ECECD, who the Head Start Collaboration Director will be.

Land Grant Permanent Fund: During November's election, New Mexico passed with over 70% in support of Land Grant Permanent Fund distribution for the Early Childhood Education Amendment. The ballot included a proposed amendment to Article 12, Section 7 of the constitution of New Mexico to provide for additional annual distributions of the permanent school fund for enhanced instruction for students at risk of failure, extending the school year, teacher compensation, and early childhood education. Requiring congressional approval for distributions for early childhood education.

VIII. Conference Planning Reports – Conference Chairs

- A. 2022 Conference – Arkansas -9/27/22-9/30/22 –Jackie Burton/Jackie Govan-report given in state collaboration report. Want to pat collaboration directors on the back with the pre-institute conference and set a precedent in my heart to work with families who may have opioid use.
- B. 2023 Conference-Louisiana- 7/17/23-7/21/23-Rhonda Taylor-reported in the state report.
- C. 2024 Conference-New Mexico-Crystal Pena- Alferma Giles commented that Texas was scheduled after Louisiana due to a switch before COVID and virtual conferences. Jackie Govan commented that the original plan was to return alphabetically so New Mexico will be next to host the 2024 state conference. No further discussion took place.

Paula Brown makes a motion to approve the conference reports with a discussion of New Mexico hosting the 2024 Region Conference as presented; Laurie Gassaway seconds. All in favor, motion carried.

IX. Old Business

A. No old business to report

X. New Business

A. NHSA membership dues:

Gloria will contact NHSA to send an invoice to Paula Brown.

XI. Announcements –Next Region VI Board Meeting: Jackie Govan suggested doing a virtual meeting in April, and an in-person will take place in July in New Orleans. No further discussion.

Jackie Govan motions to have the next meeting virtually on April 17, 2023, at 9:00 am CT and 8:00 am MT; Kahree Wahid seconds, all in favor, motion carried.

XII. Adjournment – Gloria Lopez, President adjourned the meeting since there was no further business.

Jackie Govan motions to adjourn the meeting at 10:56 am MT and 11:56 am CT; Kahree Wahid seconds, all in favor, motion carried.

Meeting minutes respectfully submitted by Crystal Pena, Secretary.