

BSACAP POLICY COUNCIL MINUTES

Date: October 16, 2018

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|------------------------|---------------------|---------------------|
| Karen Alsept (S) | Kelly Melvin (M) | Ash'Leigh Adams (M) |
| Amanda Sparks (A) | Corey Melvin (A) | Melinda Hall (S) |
| Heather Williamson (M) | Josh Johnson (M) | Tracy Jenkins (S) |
| Amanda Walters (CR) | Kathy Adams (S) | Katherine Rowe (S) |
| Steve Walters (V) | Brittany Dixon (M) | |
| Dawn Fitzpatrick (CR) | Lee Beckett (S) | |
| Sue Brown (CR) | Brittany Chaney (S) | |
| Leah Cure (S) | Brandy Shanks (S) | |
| Brandon Allen (M) | Cynthia Mounts (M) | |
| Ada Hardin (M) | Judith Spears (M) | |

(M) Member, (A) Alternate, (CR) Community Representative, (S) Staff

Meeting Called To Order By:

Chairperson: Grantee Head Start Director Tracy Jenkins

Roll Call:

Secretary: Staff Secretary Katherine Rowe

There were 10 voting members present which does constitute a quorum.

Welcome New Members:

Mr. Jenkins welcomed and thanked all the members and staff that were present. The members and staff went around the room and each individual introduced themselves to the policy council. Mr. Jenkins explained in detail to the members what the Policy Council was and how it would function. Mr. Jenkins also explained to the new members what was on the agenda for the meeting and what the members could expect to see on the agenda each month.

Election of Officers:

Mr. Jenkins explained the roles and responsibilities for each of the positions. He then asked for volunteers for chair person. He informed the members that he would like the new Chairman and Vice Chairman to be able to attend the upcoming KHSA conference that would be held in Lexington at the end of the month. He explained that there would be early childhood trainings for parents. Brandon Allen a Martin County member, Cynthia Mounts a Pike County member, and Heather Williamson a member from Johnson County volunteered for this position. A vote was conducted outside the presence of the three who volunteered. After the election it was announced that Heather Williamson was elected chairperson. Brandon Allen received the second highest number of votes so the members decided that he would have the position of vice chairperson. Heather Williamson then took over the meeting as chairperson. Pike County member, Cynthia Mounts volunteered to be secretary without opposition.

Motion Made By:

Sue Brown

Seconded By:

Brittany Dixon

Motion Carried:

Yes

Approval of Minutes

Members received and reviewed the minutes without question.

Motion Made By:

Amanda Walters

Seconded By: Heather Williamson
Motion Carried: Yes

New Business:

Policy Council By-Laws Update:

Mr. Jenkins explained to the members what the Policy Council By-Laws were and went over some of them with the group. Mr. Jenkins explained that some of the by-laws were no longer useful. For example by-laws number 15 and 16 were being removed he explained to the members why. He informed the members that they would receive a copy of the updated by-laws at the November meeting.

Appointment of Committees:

Mr. Jenkins explained the roles and responsibilities for each committee. He then asked for volunteers for the personnel committee. Those that volunteered were: Judith Spears, Brandon Allen, and Cynthia Mounts. The people that volunteered for the finance committee were: Josh Johnson, Ashley Sparks, Brandon Allen, and Heather Williamson. The individuals who volunteered for the grievance committee were: Brittany Dixon, Judith Spears, and Heather Williamson.

Motion Made By: Amanda Walters
Seconded By: Brandon Allen
Motion Carried: Yes

Approval of Delegates:

Mr. Jenkins explained the relationship between the BSACAP (grantee) and the delegate programs. Mrs. Williamson asked for a motion to approve continued delegation to the six local school districts.

Motion Made By: Dawn Fitzpatrick
Seconded By: Sue Brown
Motion Carried: Yes

Information on Community Representatives:

Mr. Jenkins explained to the members of policy council what a community representative was and what the role of a community representative was on the policy council. Mr. Jenkins also explained that this would be the last meeting for the community representatives that had been serving on the council. Mr. Jenkins explained that new community representatives would be elected at the November meeting. He stated that anyone who wanted to be a community representative could write a letter for the policy council explaining why they wanted to be a community representative. He stated that these letters would be read at the November meeting and a vote would be taken to elect the new community representatives. He told the group that there was room for three community representatives to be elected.

Finance Report:

Members received and reviewed the financial report. Brittany Dixon asked a question about the delegated money. Mrs. Dixon asked if members of the policy council could suggest where money should be delegated. For example could the policy council suggest that delegated money go towards more field trips for the children in the head start program. Mr. Jenkins explained to the policy council that the delegated money had to first cover what was already on the report. He stated that he would check and see if something like this was possible however it may be hard to do this year because the new budget begins November first and the money would have to be

...may be more to do this year because the new budget begins to remember that the money, there's more to be spent before then. He went on to state that this was a good suggestion for the upcoming fiscal year. There were no other questions from the members

Motion Made By: Sue Brown
Seconded By: Dawn Fitzpatrick
Motion Carried: Yes

Directors Report

Members Received and reviewed the directors report without question.

Nutrition Report:

Members received and reviewed the nutrition report without questions.

Elect Members for Health Advisory Committee:

Mr. Jenkins explained the function of the health advisory committee and he informed the members that the next meeting for the health advisory committee would take place on November 28 at the Jenny Wiley Lodge. He then asked for volunteers. Those that volunteered were: Heather Williamson, Brandon Allen, Cynthia Mounts, and Amanda Sparks.

Motion Made By: Brittany Dixon
Seconded By: Sue Brown

Business from the floor:

Mr. Jenkins asked the members where they would like the November meeting to be held. A vote was held and the members voted for the Jenny Wiley lodge. If the lodge was not available Giovanni's of Prestonsburg would be the backup. Hearing no other business from the floor, Ms. Williamson asked for a motion to adjourn the meetings.

Motion Made By: Amanda Williamson
Seconded By: Sue Brown
Motion Carried: Yes

Chairperson