



NMCAA Policy Council Minutes
Thursday February 13, 2025
10a.m.-12p.m.

Welcome and Call to Order-Melanie Chaney, Policy Council Chair – 10am

- Roll call
- Approval to use roll call as attendance (establish quorum)
 - Motion to use roll call for attendance
 - Ivy Thompson, Kayla Cook second, motion carries
- Review of agenda
- Approval of minutes from last meeting
 - Motion to approve minutes from January Meeting
 - Motion Michelle Crystal King

Agency Connection- Kerry Baughman, NMCAA Executive Director

- Kerry introduced herself and thanked everyone for attending.
- Board Governance - Collaborative
- Tri-Partite Governance
 - Policy Council, Governing Board, Management Staff
 - The board is made up of 2 parts, 10 counties, 3 parts to each county private, consumer
 - County board of commissioners
 - Private – people who have interest in our mission and who want to make a difference
 - The consumer sector, from each county, have a consumer on board and have experience with our services.
 - Management Staff
 - There are openings on the board for consumer seats.
 - A new consumer seat is open and there will be a request for approval for the next Policy Council Meeting in April for the open seat in Grand Traverse County
 - A consumer seat is open in Missaukee County
 - A Handout was given out for everyone to review of Head Start Governance and Management.
- Free tax program at NMCAA, threshold is 100,000 or less.

Grounding Activity- Family Engagement Specialists

- Stacy did a grounding activity with everyone
- Last month discussed activities about doing outdoor activities and asked if everyone has anything to share.
- Melanie shared a story about outdoor activities.
- Michelle shared a story

Michigan Head Start Assembly Sharing, Melanie Chaney, PC Chair; Rosalyn Alfsen MHSA Delegate

- Melanie did an overview of the MHSA Conference she attended.
- Michigan Learning Channel-Resources Michigan Learning.org
- Advocacy – how to make it easy. What you do matters, small things you can do matters.
 - Unity and community
 - Parents, advocacy is the reason we are here.



- Governance – resources, being in the community, read write roar – reading program.
 - Books – Sesame Street has books that cover Divorce, and other hard to cover topics.
 - Headstart.org

Income and Eligibility Training- Alicia Temple, ERSEA and Health Manager

- Alicia introduced herself and what EARSEA means.
- Purpose – our standards that are followed, must train all governance bodies within 180 days of taking office.
- EHS home based, EHS Center Based, EHS Childcare Partners, HSP Childcare Partners, HSP Home Based, Head Start Preschool, GSRP.
 - Eligibility – expectant families 0-5 – homeless, foster care, snap, fip, below the federal poverty level. 101-130 or can be over income 10 percent above our enrollment.
 - Alicia shared a chart of Head Start Income guidelines
 - GSRP goes up to 400% over the poverty level.
 - Get the chart every year from the office of head start.
 - Enrollment priority criteria review. The more points you have the higher you are on the priority list.
 - Criteria is approved by Policy Council and the Board
 - Head Start must Treat Families with Dignity and Respect, accountability acceptance, compassion, and cooperation.
 - Disciplinary Action for Falsifying Documentation – we are audited to make sure that we are following the rules of our grant.
- Full enrollments initiate update
 - Alicia shared statistics of our application and enrollment data.
 - HS Current enrollment 597
 - EHS 352 enrollment
 - Alicia went over the roadmap, we will need to report to March to the office of HS. Our enrollment needs to be over 97%. It will be checked again in November and if our enrollment is over 97% again, we will be finished with the Full Enrollment Initiative.
 - Please share with families as word of mouth is the best way of getting the word out there.
 - Social media – please Share and follow NMCAA on social media.
 - Share experience of being on Policy Council

Program Information Summary- Mini Management

- Monthly Updates
 - Katherine shared that we are expanding. Mancelona school paused their program on the 15th. We are not collaborating with them at Mancelona School. EHS will move over to Blue Fish Early Learning Center will be changing their name to Pitter Patter pups. Head Start programs, 8 slots that are going to be given to other centers. 2 slots Central Lake, 1 Bellaire, Kalkaska memorial center and 1 slot for Forest Area.
- Budget, enrollment and attendance reports
 - Budget numbers are not available for 2024 until March 2025.
 - In Kind – we made about our goal.



Advocacy

- Current landscape
 - Political Landscape is so different from on January 27th there was a federal funding freeze. What happened - Heads of a lot of agencies had to freeze funding. There was a day when we were not able to draw funds from our grant. On the 29th the federal government released the funds. Some programs in other states still have not been able to draw funds and had to temporarily shut down their programs.
 - The Government accountabilities report it was released that Head Start was only covered for 33 out of 1600 Head Start Programs.
 - We were just audited, and the results will be out in 45 days.
 - Budget for this fiscal year through March 14th.
 - Must agree on the budget then will see new numbers
 - Pass another resolution to keep the same funding as last year.
 - We will have a better view after March 14th of our funding.
- Share your story
 - Right now, it is very important
 - Challenge to think about sharing your story, it can be short or more depth.
 - If you want to share your story, please do so and if you need help, please let us know.
 - We want to show real stories, in real communities
- How to get people to share stories
 - Making a tick tock
 - Facebook videos and stories are shared on social media.
 - What made them decide to want to work with families/children by not being the first. Then parents may want to contribute.
 - Sitting with Home Visitor/Teacher and have them
 - Some people may be embarrassed about the situation they are in.
 - Family Engagement Day and do a raffle. Share your story and there is a drawing. Only for families that a part of NMCAA.
 - Make an introduction commercial on social media.
 - All Policy Council Parents that attended the Assembly created a Facebook page and Melanie would like to share it on there as well.
 - Parents to come together to group video sharing
 - Previous parents that now work at NMCAA could contribute.
 - Marketing team making some videos.

Personnel

- Names of people
 - Motion to approve personnel Grace Odgen, second by Ivy Thompson.



Member Sharing

- In-kind (ensuring activities can be counted by an auditor)
 - Issues related to In Kind
 - Struggle adding activities
 - When adding a lot of activities, please note what day the activity is or the auditors may not accept the activity.
 - Melanie stated that the date can be changed and clarified in notes if its an activity 3 times in that week.
 - Discussion and sharing struggles with Learning Genie and entering in In-Kind

Meeting Adjourned at 11:58 am.

Meeting Objectives

1. Better understanding of NMCAA and Head Start locally and nationally
2. Increased knowledge of income and eligibility processes
3. Explore Program Governance

Next Meeting April 10, 2025

NMCAA Vision *NMCAA drives the change that strengthens communities where ALL PEOPLE have opportunities to achieve their full potential.*

Chair – Melanie Chaney; Vice Chair – Kayla Cook; Secretary – Samantha Haggerty; Treasurer – Brigitte Matzke; Parliamentarian- Grace Ogden; State Delegates –Brittney Burke, Rosalyn Alfsen; Alternates-Brigitte Matzke, Open