



**Migrant Seasonal Head Start
Policy Council Meeting
Laredo, Texas
June 17, 2011**

1. WELCOME

Leean Benavides, Policy Council President, welcomed everyone and called the meeting to order at 10:10 A.M.

2. ROLL CALL/INTRODUCTION/SIGN IN

The President proceeded with the roll call to established quorum.

MEMBERS PRESENT VIA TELEPHONE CALL

Leean Benavides, Policy Council President-Wintergarden Region
Cristina Perez, Vice President-Wintergarden Region
Yesenia Hernandez, Alternate for Elizabeth Ibarra, Secretary-Rio Grande Valley Region
Maria Esparza, Treasurer-Indiana Region
Melissa Carrizalez, Sergeant at Arms-Western Region
Veronica Solis, Member at Large-Wintergarden Region
Reyna Salazar, Member at Large-Rio Grande Valley Region
Norma Nevarez, Member at Large-Western Region
Josefa Hurtado, Member at Large-Ohio Region
Yesenia Morales, Member at Large-Ohio
Jesus Cardoza, Community Representative-Indiana Region
Taiya Jones, Community Representative-Western Region
Mary Ramos, Community Representative-Rio Grande Valley Region
Reverend Chester Phyffer, TMC Board of Directors

MEMBERS ABSENT

Ramiro Barrientos, Member at Large-Wintergarden Region
Guadalupe Jimenez, Member at Large-Wintergarden Region
Yvonne Torres, Member at Large-Wintergarden Region
Ruth Gonzalez, Member at Large-Rio Grande Valley Region
Brenda Garcia, Member at Large-Rio Grande Valley Region
Matilde Gutierrez, Member at Large-Rio Grande Valley Region
Marisa Miranda, Member at Large-Rio Grande Valley Region
Norma Zambrano, Member at Large-UMOS
Anita Cuevas Lomas, Community Representative-Wintergarden Region

STAFF

Nestor Atkinson, Migrant Seasonal Head Start Director
Edna Valdez, MSHS Secretary for Policy Council

Having twelve (12) members present established a quorum.

3. REVIEW AND APPROVAL OF AGENDA

The Council reviewed the agenda. Melissa Carrizalez made a motion to approve the agenda as presented. Maria Esparza seconded. No discussion on this item. Motion carried unanimously.

4. EXECUTIVE SESSION

No business to discuss at this time.

1 **5. HIRING AND TERMINATION REPORTS -**

2 The Personnel Committee met on May 23, 2011 to review the Hiring and Termination report for April 2011. Leean
3 Benavides, Chairman of the Committee, presented her report. The April report was reviewed and was found to be
4 in order. Discussion followed regarding information that was not listed. The Committee requested that the report
5 include all voluntary terminations on future reports. This request was noted by Mrs. Ybarra the Vice President of
6 Human Resources and will add that information on future reports. Leean recommended approval of this report.
7 Norma Nevarez made a motion to approve this Hiring and Termination report for the month of April of 2011.
8 Cristina Perez seconded. Discussion went on regarding the policy and process of employee terminations. Leean
9 explained that the Council approved a Termination Policy at the last meeting in April and has been implemented.
10 Motion carried unanimously.
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12 **6. STANDING COMMITTEE REPORTS**

13 **Fiscal Committee Report**

14 The Fiscal Committee met on April 26, 2011 with Corporate Staff to review the bank statements and credit card
15 statements for the month of December, January and February. The information was reviewed and accepted by
16 the committee. The committee also met on May 23, 2011 with Corporate Staff to review the credit card and bank
17 statements for the month of March. The Budget Director made note of questions regarding particular expenses
18 and a response was communicated to the committee. Reyna Salazar made a motion to approve the Fiscal report.
19 Maria Esparza seconded. Motion carried unanimously.

20 **Personnel Committee Report**

21 The Personnel Committee met with Corporate Staff on May 23, 2011 to review the Video Surveillance Policy,
22 Benefits Policy, and Dress Code Policy was reintroduced. Upon reviewing the policies the committee made
23 recommendation of a minor change on both the Benefits Policy and Video Surveillance Policy. The changes were
24 noted by the Vice President of Human Resources and the revised policies will be presented to the committee for
25 review at the next committee meeting.

26 The Dress Code Policy was previously tabled pending a revision. The recommendation at that time was to change
27 the policy and tailored it to the different positions. This new policy did not reflect recommendations that had been
28 previously mentioned by the Council and is still applicable to the parents on the council and at the center, visitors,
29 and members of the community. Discussion went on regarding changes and recommendations were noted
30 pertaining to the positions at the center, regional office and corporate office. The recommendations for the center
31 level were listed in tab number six in the binder for the Council to review. This policy will also be reviewed at the
32 next committee meeting to ensure that changes were incorporated.
33

34 **7. PENDING BUSINESS**

35 **Approval of Minutes**

36 The minutes for the regular meeting of April 15, 2011 were provided in the binder for their review. Cristina Perez
37 made a motion to approve the minutes for the regular meeting of April 15, 2011. Melissa Carrizalez seconded. No
38 discussion or questions on this agenda item. Motion carried unanimously.

39 **Status on the Dress Code Policy**

40 Information was regarding this agenda item was provided in the Personnel Report that was provided in the binder
41 for review.
42

43 **8. NEW BUSINESS**

44 No business for this agenda item.

45 Discussion went on regarding the possibility of a meeting in Indiana or Ohio. Reyna Salazar made a
46 recommendation to the council in that they consider conducting an upcoming meeting in Indiana or Ohio so that
47 the Council can see the day to day operations with regards to staff and enrollment and invite parents so they can
48 observe how the Council conducts their meetings. Leean Benavides stated that she had already discussed the
49 location for the next meeting with the Nestor Atkinson, the MSHS Director, and will communicate information
50 regarding the location for the next meeting as soon as it is available. Mr. Atkinson stated that he will consider
51 having a meeting in Indiana.
52

53 **9. MSHS REPORT**

54 The MSHS report was provided in the binder for review. Nestor Atkinson the MSHS Director stated that he
55 attended the Public Policy Forum in Washington D.C. and reported on some concerns that will have a negative
56 impact on the program.

- 57 ♦ E-Verify- This is a bill that has been introduced and if passed will affect the families that travel from
58 state to state to work in our service areas. The bill will mandate employers such as growers to

1 implement this system to process new employees. This system will be connected to several data
2 bases such as the Social Security and those that check driver's licenses. Such bill will negatively affect
3 the families and children that travel to our service area and the programs funded enrollment.

- 4 ♦ Budget cuts or 2012-2013- The government is already looking at a cut of \$30 billion for the next fiscal
5 year. This proposed budget cut will have a great impact on the program.
- 6 ♦ Follow-up Review-There will be a follow-up review of the visit of September 2010 in Ohio on July 18.
7 Staff is working to address the findings
- 8 ♦ Status on Centers-all centers in Ohio are open except Wauseon; the two centers in New Mexico are
9 open; centers in Oklahoma, Indiana, Iowa, Nevada are about to open
- 10 ♦ Funded Enrollment-is at 3714 children which is about 47% of funded enrollment

11 Discussion went on how the E-Verify Bill and related systems that businesses have to implement to sell their
12 products will affect families, businesses, the growers, planting and picking of crops, cost of food in the stores; will
13 have a domino effect on many things.
14

15 **Fiscal Report**

16 This report was provided in the binder for review. The report includes the financial statements, summary sheets,
17 and expenditure reports on all TMC programs.

18 **Regional Activity Reports**

19 Reports were provided in the binder for review. No questions or discussion on this agenda item.
20

21 **10. TMC BOARD REPORT**

22 Reverend Chester Phyffer submitted his report and will be sent out to the Council for review.
23

24 **11. DATE FOR NEXT MEETING**

25 The next meeting will be on Friday, August 19, 2011 at 10:00 A.M. Information on the location will be announced
26 as soon as it available.
27

28 **12. OPEN FORUM**

29 Reyna Salazar made a recommendation regarding the location for the upcoming meeting. She would like for the
30 Council to conduct a meeting in Indiana in which would serve as a model for parents. Also, would serve as an
31 opportunity to visit the centers and note the needs in reference to personnel and concerns with enrollment.
32 Leean Benavides mentioned that she had already discussed the possibility of having a meeting in Indiana with Mr.
33 Atkinson and will communicate information as soon as it is available. Mr. Atkinson will consider the
34 recommendation.

35 Leean Benavides asked the Council to review the recommendations on the Dress Code Policy are listed on tab
36 number six (6). She went on to report that while at the Public Policy Forum, growers expressed concerns on how
37 e-verify is already affecting their business. Some can not plant while other can not harvest because they can not
38 find workers to hire. Other concerns are that corps are spoiling and mowed because they are not picked. They
39 can not find people who want to do that kind of work. A lot of small business depend of those families who travel
40 to those small towns every year to make a living they too will be greatly affected.
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42 **13. ADJOURN**

43 Reyna Salazar made a motion to adjourn the meeting. Norma Nevarez seconded. Motion carried unanimously.
44 The meeting adjourned at 10:52 A.M.
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**Migrant Seasonal Head Start
Policy Council Meeting**

**SUMMARY OF DECISIONS BY THE POLICY COUNCIL
JUNE 17, 2011**

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|----|---------------------------------------------|------------------|
| 11 | 1. HIRING AND TERMINATION REPORT FOR | |
| 12 | ♦ APRIL 2011 | APPROVED |
| 13 | | |
| 14 | 2. FISCAL REPORT | APPROVED |
| 15 | | |
| 16 | 3. MINUTES OF: | |
| 17 | ♦ REGULAR MEETING ON APRIL 15, 2011 | APPROVED |
| 18 | | |
| 19 | 4. STATUS ON THE DRESS CODE POLICY | NO ACTION |

26 **APPROVED BY** *LRB*
27 **NAME/TITLE**

31 **APPROVED ON** *Aug. 19 2011*
32 **DATE**