

**NOTICE OF PUBLIC MEETING  
HEAD START POLICY COUNCIL**

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the **HEAD START BIRTH TO FIVE PROGRAM POLICY COUNCIL** and to the general public, that the **HEAD START POLICY COUNCIL** held a **Virtual** meeting open to the public on **September 13, 2021**, at **9:30 a.m.**

**OPTIONS TO ACCESS THE MEETING**

- **Call-in to listen** to the live meeting: Dial **(1-415-655-0001)**, Enter meeting access code **(177-675-7056)**, and press # when prompted for the attendee ID

Observe the live meeting virtually, by clicking on the following link and registering to join the meeting online:

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=me7fe1aa4cb18769198c66786fd89b7cd>

- **Register to speak and/or submit a comment** on an agenda item:
  - Contact: Daniela Canisales
  - At: (602) 679-1031 or Email [daniela.canisales@phoenix.gov](mailto:daniela.canisales@phoenix.gov)
  - By: End of business day 5:00 p.m. Thursday, September 9, 2021.
  - Indicate: Item Number 7.

If registered to speak, click on the following link at the time of the meeting to join the event and speak when called upon:

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=me7fe1aa4cb18769198c66786fd89b7cd>

Additional information can be found at:

<https://www.phoenix.gov/humanservices/programs/head-start>

The Results of the meeting is as follows:

Results	1.	Call to Order	<b>9:45 a.m.</b>
<b>Call to Order</b>	2.	Head Start Seating (Introduction of new members)	Salina Peña, Chairperson
<b>Accepted</b>	3.	Approval of Meeting Minutes from August 9, 2021.	Salina Peña, Chairperson
<b>Info Only</b>	4.	Introduction of Staff <ul style="list-style-type: none"> <li>• Mary Ann Prado, Caseworker-Aide - Health</li> </ul>	Salina Peña, Chairperson
<b>Accepted</b>	5.	Acceptance of Budget Reports / Fiscal Budgets July 31, 2021.	
<b>Accepted</b>		a. Treasurer Report	Rosa Banuelos, Treasurer
<b>Accepted</b>		b. Budget Report	Juliana Panqueva-Camargo, Accountant III

<b>Accepted</b>		c.	Education Service Providers Payment Report	Juliana Panqueva-Camargo, Accountant III
<b>Accepted</b>		d.	In-Kind Report	Juliana Panqueva-Camargo, Accountant III
<b>Accepted</b>		e.	CARES Act Report	Juliana Panqueva-Camargo, Accountant III
	6.	Discussion and Possible Action on:		
<b>Accepted</b>		a.	Personnel Actions Recommendations to Hire: 1. Hiring of Accountant-II 2. Caseworker-III Preschool 3. Caseworker-I Preschool 4. Secretary-II	Patricia Kirkland, Deputy Human Services Director, Marion Hill, Program Coordinator, Juliana Panqueva, Katie Perez, CW-III
<b>Accepted</b>		b.	Contracts 1. Equipment over \$5,000 2. Professional Development Qualified Vendor List (QVL)	Daniela Canisales, Administrative Assistant II
<b>Accepted</b>		c.	Request Non-Federal Share Waiver	Juliana Panqueva-Camargo, Accountant III
<b>Info Only</b>		d.	Head Start Procedure Manual	Alma Quintana, Quality Assurance Supervisor
<b>Info Only</b>		e.	Program Updates	Head Start Birth to Five Staff
<b>Info Only</b>		f.	Quality Assurance	Alma Quintana, Quality Assurance Manager
<b>Info Only</b>		g.	Eligibility, Recruitment, Selection, Enrollment, & Attendance (ERSEA) Updates	Jose M. Garcia, Program Coordinator
<b>Info Only</b>		h.	M.A.N.C.A.V.E. Updates	Marion Hill, Program Coordinator
<b>Info Only</b>		i.	Governing Body Report	Patricia Kirkland, Deputy Human Services Director
<b>Info Only</b>		j.	Director's Report	Patricia Kirkland, Deputy Human Services Director
<b>Info Only</b>	7.	Call to the Public – Not for Council Discussion		Salina Peña, Chairperson
<b>Info Only</b>	8.	Issues and Concerns of Committee Members for Further Study and Future		Salina Peña, Chairperson

		Agenda Items – Not for Council Discussion	
<b>Info Only</b>	9.	Announcements <ul style="list-style-type: none"> <li>• Last Policy Council Meeting on October 14, 2021 9:30 – 10:30 a.m.</li> <li>• Policy Council Membership Recognition October 14, 2021, 10:30 a.m.</li> </ul>	Salina Peña, Chairperson
<b>Info Only</b>	10.	Adjournment <b>11:24 a.m.</b>	Salina Peña, Chairperson

For further information, please call Jesus Alex Cadenas, Secretary III, Human Services Department at 602-495-0815.

For reasonable accommodations, call Jesus Alex Cadenas at Voice/602-495-0815 or for TTY: 7-1-1 as early as possible to coordinate needed arrangements.