1. **Call the Meeting to Order** – Kandi Meyers @ 10:08 am
2. **Public Comment** – No Public Comment
3. **Reports**
	1. Parent, Family and Community Engagement Opportunities **–** Julie Lovell

There haven’t been any recent or upcoming community engagement opportunities due to the Pandemic and local restrictions. Families are encouraged to check Kidco’s Facebook page for community events and resources available in our area. If you are looking for specific resources, contact your Teacher or Family Service Worker for additional supports.

* 1. Program Report – Laura Palma

Facilities: Some maintenance items are being deferred as the maintenance employee is not able to enter some facilities. The Riverside facility experienced playground damage due to a neighbor’s tree falling on it. We are working with the neighbor to repair damages.

Health & Nutrition: Madeleine Sprague reported that only 1 child could be caught in the immunization deadline in February. They had gone to the doctor to get their vaccines but were given the incorrect ones at the doctor’s office. All except 2 children have received their hearing and vision screenings in the classroom setting. The virtual classrooms are experiencing greater challenges

Attendance: attendance statistics show the primary reasons for absences was health reasons. With COVID regulations, this could potentially extend the length of absences due to illness. The second reason for absences was unknown and requires follow up from staff to check in with families.

Human Resource: We had 0% turnover for December and a 5% turnover rate for this program year. 3 teacher aides were hired and they are the initial employees to experience the virtual onboarding. 2 teacher positions are open at this time. The employees who experienced injuries last fall are healing.

* 1. Executive Director’s Report – Stephany Koehne

Centers are currently wrapping up licensing inspections. They have been taking a little longer due to having to do these virtually. We are unsure when Program Review will be taking place at this time. Due to having to give notice, the earliest it can take place is the 2nd week of April.

* 1. Financial Report – Kerri Godinez

Kerri reviewed budget balance sheet, budget comparison and revenue and expenses report with group.

* 1. Kids & Company Board Minutes – Group Reviewed
	2. Personnel Action Report – Yesenia Espaillat

Hires between 1/14/21-2/11/21: 1 Assistant Teacher, 2 Teacher Aides and 1 Assistant Director.

1. **Attendance** – Julie Lovell

Staff: Stephany Koehne, Laura Palma, Julie Lovell, Madeleine Sprague, Kerri Godinez, Rosa Vargas, Gayla Lawrence, Claudia Martinez, Pam Woitt, Brandy Goodwin, Zoie Kujawa, Leticia Mendoza

Representatives: TaiAnn Williams, Yesenia Espaillat, Becky Anderson, Kandi Meyers, Melissa Hunter

1. **Agenda Additions:**
	1. None
2. **Consolidated Actions** *(Motion)*Becky Anderson made motion. Melissa Hunter 2nd motion. Motion **APPROVED**
	1. Agenda Approval
	2. January Meeting Minutes
3. **Old Business-**
	1. N/A
4. **New Business**
	1. Health Training: HSPPS & Head Start Act – Madeleine Sprague

Madeleine Sprague – Kidco Head Start’s Health and Nutrition Coordinator provided a training on the health services provided to children who attend our program.

1. **What to share at your Parent Meeting- ALL**
	1. Parents interested in being part of the Health Advisory Committee, let Julie know.
	2. If your child is going to be absent, please text, call or email your child’s center. We must hear from you within an hour of start time if your child is not going to be in attendance.
	3. Share, Follow, “Like” Kidco’s Facebook page. Staff are working to share relevant content with our families and this is one way we can do it in one place. We would appreciate if you would also do a review and let people know what you think of our program. The last review we had was May of 2017.
2. **Announcements – all**
	1. Community resources/events to share:

Melissa Hunter shared that CSC has additional funding to support families with utilities.

Becky Anderson shared that there are two “Drive-Thru” Valentines Day events happening this upcoming Saturday 10-2p. One at the Freedom Hill Church in Sweet Home and another at the Calvary Baptist Church in Albany.

* 1. Next Meeting Date: March 11, 2021 at 10am-noon; virtual
	2. Complete Survey and In-Kind.
1. **Door Prize Drawing** Melissa Hunter and Becky Anderson
2. **Adjournment** *(Motion)*Becky Anderson. Melissa Walmart 2nd.

****Meeting concluded at 11:23am