

Mid-Columbia Children's Council, Inc.

Board Meeting Minutes

Location: Zoom Videoconferencing

April 1st, 2025

Board Members: Shannon O'Brien
Kim Granville
Shawna Pruitt
Chelsea Ruder

Kaelene Sanders
Jennifer Bomberger
Dan Blevins
Vicky Waterbury

Absent: Rich Polkinghorn

Staff & Guests: Freddy Gonzalez, Executive Director
Julia Garcia Ramirez, Childcare Direc.
Joe Schmier, HR Director

Ronda Hull, Assoc. Executive Director
Collice Martens, Finance Director

Minutes by: Jennifer Garcia

I. Call to Order

Discussion: Shawna Pruitt called meeting to order at 5:42 p.m., quorum established.

II. Agenda

Discussion: Shawna will be running board in place of Rich, presented agenda as is.

Action: Shawna moved to approve the agenda, motioned by Dan and seconded by Kaelene.
Motion approved unanimously.

III. Introductions

Action: N/A- Board went straight into directors' report.

IV. Updates and Public Comments

Discussion: N/A

V. Consent Items

Action: Reviewed meeting minutes for 03.04.2025

Discussion: N/A

VI. Directors Report / Informational

Action: Reviewed director's report with board

Discussion:

- **Initial Under-Enrollment Issue (Two Years Ago):**
 - HS/OPK enrollment was at 44%, and EHS/OPKPT at 45%.
 - 229 more children needed to be enrolled.

- PSP and ECEAP classes also needed more enrollments but were not part of the federal corrective action plan.
- Staffing shortages: Only 73 employees, with a high turnover.
- Risk: If enrollment didn't reach 97%, a \$2.75M federal budget cut was possible.
- **Current Enrollment & Improvements:**
 - HS/OPK now at 100%, EHS/OPKPT at 92%.
 - No federal funding was lost.
 - Over-enrolled by one child in HS.
 - Only six children away from full enrollment.
 - Increased staff to 114 employees (still need 26 more).
 - Salaries increased by 10%.
 - Some new hires are undergoing background checks.
- **Challenges & Next Steps:**
 - Just shy of EHS enrollment goal; awaiting next steps.
 - No precedent for what happens next since they were in the first group to go through this process.
 - Need more hires, improved systems, and better communication.
 - Employees are overworked and need training and support.
 - Emphasis on teamwork and collaboration moving forward.

VII.	Old Business
Action:	<ul style="list-style-type: none"> a) Reviewed December 2024 Finances b) Reviewed December 2024 Credit Card Report
Discussion:	N/A- No questions or discussion
VIII.	New Business – Action Items
	a. Financials –
Discussion:	N/A
Action:	Reviewing Finances
	b. Credit Card Report -
Discussion:	<ul style="list-style-type: none"> ○ Great comments on keeping within budget, and when not in budget, always a good reason as to why and receipts are always provided. ○ Keeping in line with audit requirements
Action:	Reviewing report
	c. Personnel Report -
Discussion:	<ul style="list-style-type: none"> ● A new site manager for Goldendale has gone through the onboarding process and has just started at her site this week. 3/31-4/4 ● IT Position at CO has been filled, applicant is currently going through background check process

	<ul style="list-style-type: none"> • 1 termination in the month of March • Turnover rate has changed to 4.46%
Action:	Reviewed Personnel Report with Joe – HR Director.
	New Business – Discussion Items
IX.	<ul style="list-style-type: none"> a. Recruitment b. Policy Change
Discussion:	<ul style="list-style-type: none"> a) Spanish speaking applicants will be required to take a test in their weakest language to assess the 6% differential for bi-lingual employees b) PTO Policy change made: Working while on PTO is not permitted- Laptops and emails should not be open if employee is using sick time, etc <ul style="list-style-type: none"> ○ Introductory probationary period has been changed from 60 days to 90 days ○ A standardized interview committee for each position has been made to keep consistency throughout new hire process.
Action:	Motioned to approve by Kim, Seconded by Chelsea
X.	Open Discussion
Discussion:	<ul style="list-style-type: none"> ○ MCCC In-service happening on April 25th at the Petersburg site- all day- with training with Jennifer Bouman-Stegall. ○ MCCC will be a community partner with the Wishram and will be a Home-based service. There will be two classrooms In Goldendale opening in place. ○ MCCC has is nearly completed a 5 year grant successfully- for the first time.
XI.	Adjourn
	<p>Kim motioned to adjourn the board meeting, second motion by Dan.</p> <p>Meeting adjourned at: 6:39.</p>

Next meeting:

May 6th, 2025