

**WKUCCC POLICY COUNCIL
MEETING MINUTES
JULY 24, 2018**

In attendance were the following: Krista Graves, BG City Schools, Ashley Lillard, BRDHD, Joshua Smith, Community Education, Jennifer Warner, parent, Maja Sahanic, parent, Paulette Duncan, grandparent. Misti Carrigan, President and parent representative attended the meeting by conference call. WKUCCC was represented by Thelma Jackson, Stephanie Elliott, and Becky Johnson.

The meeting was held at Indian Hills Country Club and was called to order at 11:30 am by Thelma Jackson.

First order of business was the review of submitted EHS Grant Application, approved May, 2018, and review of Head Start Grant Application due July 31, 2018. Stephanie Elliott reviewed the proposals and noted changes as follows:

EHS Page 4-Goal 3 dated 5/31/18 change percentage from 25 to 100%,

Impact goal 3 also dated 5/31/18 is now 100%

Page 5-Base line scores are now 100% from 75%

HS Page 1- Classroom Observation now 100% from 75%.

Page 4- Two goals listed are now 100%

Baseline scores are 100%.

Thelma stated that all objectives have been met as the program is approaching the fifth year of the grant.

Motion was made to approve the HS grant proposal by Jennifer Warner
Seconded by Maja Sahanic. All members were in agreement with the approval.

Second order of business involved the retirement issues. Thelma explained that with KTRS there had been minimum changes, but KERS had seen major changes. The most severe of changes occurred in 2103-14 with a 49% increase. Since that time there have been no major increases and currently the percentage remains at approximately 48-49%. Thelma reminded the members that Chris had previously considered the impact of retirement would be a major change and it would affect proposals. But no increases were made, so concerns are not warranted. Thelma explained that with no change of percentage, finance administration was aware of past and current expenses and had adjusted budget accordingly.

Third order of business involved the proposed possibility of lowering the HS enrollment number from 75 to 55. Thelma explained that all WKUCCC staff present, Stephanie, Becky, and herself had opposed the lowering to 55, mainly because enrollment requirements had been met and there is major concern about serving all families that are needing services.

Maja asked what prompted the proposal to drop the enrollment and Thelma stated that it was an administrative decision made by others and she would prefer to be better informed of their decision before answering.

Thelma stated that the current proposal due date is July 31, 2018, but information regarding the programs is shared throughout the year.

Fourth order of business was review of financial reports including CACFP. Thelma reviewed reports and noted that the program budget has been streamlined tremendously.

Motion to approve financial reports was made by Ashley Lillard and approved by Joshua Smith. Everyone was in agreement.

Final business included the discussion of staffing. Stephanie explained that a good percentage of our veteran staff remained with the program. But stated that there has been loss of FT staff over the past five years and replacement of that staff has been minimal. She explained there was a current posting for a FT position, however not all FT positions were replaced with FT employees. There have been a greater percentage of FT positions being filled with PT personnel that hold second jobs which affects their reliability and flexibility. An additional problem is the need by applicants to receive benefits and full time hours which is not an option with PT positions. Stephanie further explained that student workers are greatly appreciated, but recent trend has been for many more student workers with less hours of available working hours. Turn over with student workers remains to be a major issue also. Thelma stated that our Policy Council members have been informed of the staffing issue and are aware of where the management team would like for things to be.

Joshua Smith shared a program that he had information on through WKU that offered scholarship opportunities for students that worked at an agency and had positive employment experiences. He explained the program was new and had been introduced by the Chamber of Commerce in the spring. Josh will forward information on the program to WKUCCC staff.

Thelma opened the floor for questions and/or comments. With none being mentioned, the meeting was adjourned at 12.45 pm.

The next meeting is scheduled for October 23, 2018 at 11:30 am.