



Citywide Parent Policy Committee (CPPC)

Minutes

Virtual Full Council Meeting - Tuesday, July 19, 2022

11:00am-1:00pm

Zoom

link: [https://us06web.zoom.us/meeting/register/tZUtdetqTkjG9YodM2hv5FtXIS3wOPk2OJ](https://us06web.zoom.us/join/https://us06web.zoom.us/meeting/register/tZUtdetqTkjG9YodM2hv5FtXIS3wOPk2OJ)

- Call to Order at 11:10am
- CPPC Full Council Committee

Kellia Phillips, CNH	Dorothea Fitch – Ada S McKinley	Alissa Viesca – Erie House	Kristen Medrano – El Valor
Candy Gowdy – Allison’s Infant & Toddler Center	Devinai Hobbs-NUSH	Chendre Brown -CNH	Azella Collins – Parliamentarian Presenter

- DFSS staff

Cerathel Burgess-Burnett	Berenice Vargas	Martuice Brooks	Areli Julian
Mara Martinez	Craig Zemke	Nicole Roberts	Soung San

- Roll Call/Establish Quorum – Did not meet quorum
- Action items
 - Approval of June 21, 2022, Full Council meeting minutes – not approved because we did not meet quorum, however, council did review the minutes.
- New Business
 - DFSS Executive Updates
 - Deputy Commissioner, Cerathel Burgess- Burnett reported a new hire to council, Sharay Johnson, Program Quality/Monitoring unit Manager who started on July 1, 2022
- Current vacancies led by Martuice Brooks. No candidate for these vacancies: (Assistant Secretary, Parliamentarian, Assistant Treasury)

- CPPC Required Trainings Dates – Reviewed dates
 - Parliamentary Procedures - 7/19/2022
 - Miss. Collins (parliamentarian) - presented training to council
 - Miss. Collins reviewed with council, “Methods of Voting”. She went over the definition of voting. Including how to review voting results; majority, two-thirds, and plurality.
 - Methods of voting were discussed, including definitions and examples of the following: viva voce, counted rising, and show of hands, unanimous consent, voting cards, ballot, roll call, absentee, mail, proxy, and telephone.
- Unfinished Business – No updates to be presented
- Program Reports
 - Finance led by Nicole Roberts.
 - (1) Reminder to all agencies -- invoices should be submitted by the 15th of each month for HS, EHS, CCP, and Expansion. FY2022, COLA grant application is pending further review. Also, grant application submittal in September.
 - (2) Child Care – Invoices should be submitted each month and submitted by July 21.
 - (3) EG Grant – Invoices should be submitted each month and submitted by July 22
 - (4). PI/PFA – “one time retention budget revisions were due on 06/17 are being processed.

Program	Expected Utilization Rate	Current Utilization Rate
Head Start	50%	35.05%
Early Head Start	50%	25.14%
Early Head Start CCP	50%	30.86%
Early Head Start Expansion	50%	27.41%
ECBG	91%	66.87%
Childcare	91%	59.18%

- Child Outcomes - led by Martuice Brooks and Cerathel Burgess-Burnett presented the GOLD Spring Outcomes. Reviewed assessment report with council for Fall, Winter, and Spring numbers
- Enrollment/Attendance – led by Craig Zemke. Meal/Snacks move in conjunction with the enrollment/attendance. Good news, uptick of enrollment in June. Early Head Start more than 1k students enrolled for the first time which is a milestone. Attendance did take a drop in other programs due to end of school year.
- Meals/Snacks – led by Craig Zemke. A small drop due again to the end of the school year for the month of June. Kids aren’t remote anymore which stabilizes the meals/snacks number.
- Program Information Report – led by Craig Zemke. Last year for CSD is submitting a PIR under the old COPA system, since transitioning into CARES. Discussed the

importance of reaching 10% for ISPs. Due to pandemic, numbers should be higher for medical homes this upcoming year.

- Personnel – nothing to present.
- OHS Communications – led by Martuice Brooks. Presented the Update Relief to Coronavirus Fiscal and Administrative Flexibilities for parents to read off record.
- Open Discussion – Martuice Brooks opened the floor for any discussions by parents. No discussion.
- Adjournment – Ms. Phillips adjourned the meeting at 12:07 p.m.