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Policy Council Meeting  
HSO 355 Gray Street, Benton Harbor  
December 21st, 2022, 5:30 pm

1. Welcome & Introductions

**Policy Council members present in person:** Sherry Bennett, Samantha Campbell (SMC),

**Policy Council members present via zoom:** Michael Zellman (PC, Gobles)

**Guest Present in person:** Kevin Wordelman (HR Director), Laura Burtis (Finance Director), Chanda Hillman (CEO, Executive Director), Laura Burtis (Finance Director), Patty Masters (EHS Education Director),

**Guest present via zoom:** Gloria Family services director, Crystal FA Cass

**Quorum was met through email voting –** Haley Grzywacz(New Buffalo), Angelica Hatchew (Cassopolis), Ruvid Flores (South Haven), Mary-alice Wirick (Niles Bell)

2. Call to Order

Meeting called to order: 5:47 pm

3. \*Approval of Minutes - November 16th, 2022

Sherry Bennett motioned to approve the minutes. Samantha Campbell seconded the motion. Minutes approved.

4. \*Director Report - November

Sherry Bennett motioned to approve the Directors Report. Samantha Campbell seconded the motion. Motion approved.

5. \*Finance Report - November

Sherry Bennett motioned to approve the Finance Report. Samantha Campbell seconded the motion. Motion approved.

6. \*HSO Paint & Carpet Bids

Paint & Carpet will start renovations in January for Phase 1. Sherry Bennett motioned to approve the HSO Paint & Carpet Bids to move forward. Samantha Campbell seconded the motion. Motion approved.

7. \*River of Life Sublease

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Two classrooms total are closed. Qualified lead teachers are the main spot that cannot be filled. There just aren't applications, Kevin explained. Sublease to go to BrookView Montessori School to cover expenses and take over for our lease at this location. They will submit expenses to TCHS each month. I.e utilities. This goes until June with them. Sherry Bennet motioned to approve the motion. Samantha Campbell Seconded. Motion Approved.

8. \*FA2 Recap

Discussed review process. Expect results in February or March

9. Strategic Vision

Reviewing structure of entire organization to support sustainability.

10. Board Reorganization Recap

New Attorney, Finance Person. Can have 5-11 members. Will have 10 following voting at February Meeting.

11. Training - CLASS Scores

Patty explained that the classrooms were mostly at or above levels. Any areas that were lower than that, there are teams to help with skills to use at these classrooms.

12. Report from Centers – No reports

13. Report from Great Start Collaboratives

Sherry explained care coordination is with the TCHS and them until March. Help Me Grow program is trying to make it a one stop place for resources for families.

14. Pleasure of the floor

15. Next Meeting Date - February 15, 2022 5:30 pm at Paw Paw Office, 775 Hazen Street

16. \*Adjournment

Sherry Bennet motioned to adjourn the meeting. Samantha Campbell seconded.

Meeting adjourned at 6:30 pm