



Board Meeting
November 29, 2021
202 S. Capitol, P.O. Box 68
Tishomingo, Oklahoma 73460
(580) 371-2352

Vice Chairperson Chris Duroy called the meeting to order at 5:30 pm.

Vice Chairperson Chris Duroy asked for a Roll Call Vote to establish a quorum.

Present: Chris Duroy, Victor Cook, Oma Dell Burns, LaToya Davis, Shane Tomlinson, Jena Newman, Royce Bartee, Marvin Wallace and Kent McKinley.

Absent: Rolanda Rogers, T. J. Clements and Tara Huddleston

Quorum established.

Staff Present: LaQuita Thornley, JoAnn Barnes, Kalee Sundeen, Crystal Cortes & Erica Pogue.
Zoom: Kathy Castleberry

Consultants Present: Lowell Wright (by Zoom)

Vice Chairperson Chris Duroy asked for a motion on the October 2021 minutes. Victor Cook motioned to approve the September 2021 minutes. LaToya Davis seconded the motion. Roll Call Vote: 8 Yes, 0 No, 1 Abstain.

Financial Consultant, Lowell Wright, presented the financial statements for October 2021. Mr Wright stated that the EFSP program grant was ending. Discussion was had. Vice Chairperson Chris Duroy asked for a motion on the financial report. Shane Tomlinson motioned to approve the financial statements. Victor Cook seconded the motion. Roll Call Vote: 9 Yes, 0 No.

LaQuita Thornley, Executive Director, discussed the increase of funds for ESG CR2 for \$63,299.31, for a total of \$433,918.43. Vice Chairperson Chris Duroy asked for a motion. Victor Cook made a motion to approve. Marvin Wallace seconded the motion. Roll Call Vote: 9 Yes, 0 No.

Head Start Director Kathy Castleberry presented the Head Start School Readiness Goals.

Executive Director, LaQuita Thornley presented the Head Start/Early Head Start Starting Salary

Scale increase. The scale was raised to reflect comparable jobs in the community and make our salaries competitive. Vice Chairperson Chris Duroy asked for a motion. Jena Newman made a motion to approve. Shane Tomlinson seconded. Roll Call Vote: 9 Yes, 0 No

Crystal Cortes presented the Meeting Calendar for 2022. Vice Chairperson Chris Duroy asked for a motion. LaToya Davis made a motion to approve. Jena Newman seconded. Roll Call Vote: 9 Yes, 0 No

Executive Director Thornley discussed the Agency Holiday Calendar for 2022. Vice Chairperson Chris Duroy asked for a motion. LaToya Davis made a motion to approve. Jena Newman seconded. Roll Call Vote: 9 Yes, 0 No

Associate Director Erica Pogue discussed the JAMM 5311 permission to apply. Vice Chairperson Chris Duroy asked for a motion. Victor Cook made a motion to approve. Royce Bartee seconded. Roll Call Vote: 9 Yes, 0 No

Associate Director Erica Pogue discussed the JAMM 5339 permission to apply. Vice Chairperson Chris Duroy asked for a motion to approve. Royce Bartee made a motion to approve. LaToya Davis seconded the motion. Roll Call Vote: 9 Yes, 0 No.

Executive Director LaQuita Thornley discussed the changes to the Covid 19 Policy, and the implementation of the Head Start Mandatory Vaccination Policy and the Covid 19 Vaccination & Masking Policy. All items were discussed in depth in the Planning Committee. Royce Bartee, planning committee member, made the motion on behalf of the Planning Committee to accept the policies. Oma Dell Burns seconded the policy. Roll Call Vote: 7 Yes, 2 No

Chris Duroy asked for a motion to table training due to Amber Freeman, who was doing the training could not attend. Royce Bartee made a motion to table the training. LaToya Davis seconded the motion. Roll Call Vote: 9 Yes, 0 No

Associate Director Erica Pogue gave the Program Highlights and Customer Satisfaction Reports for JAMM and Rx for Oklahoma, Mippa, & Navigator.

Program Report Section:

LaQuita Thornley discussed how communication is given to staff on policy updates. She also discussed that we have already had staff resign due to the federal Head Start vaccine mandate. We are covering positions with other staff and so far have been able to keep the classrooms open. RSVP is in need of assistance with the CFSP food boxes in Marshall and Atoka Counties and asked if any of the board could assist in locating volunteers.

Kalee Sundeen, Human Resource manager, reviewed positions opened and discussed the Workmen's Comp report. We should be looking at a decrease in workers comp insurance costs.

As we have met our quota of meetings for the year, the next meeting will be held January 31, 2022.

Meeting adjourned.

Report & Handouts included in Board Packet:

- October 2021 Minutes
- Financials for October 2021
- ESG CR2 Additional Funds Award Letter
- Head Start School Readiness Goals
- HS/EHS Starting Salary Scale
- 2022 Meeting Calendar
- 2022 Agency Holidays
- JAMM 5311 Letter
- JAMM 5339 Letter
- Covid 19 Policy
- HS Mandatory Vaccination Policy
- Covid 19 Vaccination & Masking Policy
- JAMM Program Highlight Slides
- Rx for Oklahoma, Mippa, & Navigator Slides
- Board Report
- Workers Comp Experience Rating Report
- ESG CR20 Monitoring Letter
- CACFP Report