



[The Shared Governance Board – PSD \(sbcounty.gov\)](https://www.sbcounty.gov)

## San Bernardino County Head Start Shared Governance Board Meeting Agenda for November 9, 2022

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**JOE BACA, JR., CHAIR**  
SBC 5<sup>th</sup> District Supervisor

**TED ALEJANDRE, VICE-CHAIR**  
SBC Superintendent of Schools

**MICHAEL SEQUEIRA, MD, PUBLIC HEALTH OFFICER**  
SBC Public Health

**DR. GEORGINA YOSHIOKA, INTERIM DIRECTOR**  
SBC Behavioral Health

**WENDY ALVAREZ, INTERIM CHILDREN'S NETWORK OFFICER**  
SBC Children's Network

**SHELLY THOMAS**  
Head Start Policy Council Chair  
Community Representative  
SGB Representative

**CHRISTINE DAVIDSON**  
Head Start Policy Council Member  
Community Representative  
SGB Representative

**ORETHA PAKPAHAN**  
Head Start Policy Council Member  
South Redlands Head Start  
SGB Representative

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**TIME:** 2:30 P.M. to 4:30 P.M.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/82303351418?pwd=VjhGZTk3STJLZE05a0lpTVJOU3Q0QT09>

**Meeting ID: 823 0335 1418**

**Password: 8Z6E8y**

**One tap mobile**

**+16699006833,,82303351418#,1#,532060# US (San Jose)**

**+12532158782,,82303351418#,1#,532060# US (Tacoma)**

**Dial by your location**

**+1 669 900 6833 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**Meeting ID: 823 0335 1418**

**Password: 532060**

**Find your local number: <https://us02web.zoom.us/j/82303351418?pwd=VjhGZTk3STJLZE05a0lpTVJOU3Q0QT09>**

*This meeting will utilize the "ZOOM" conferencing platform pursuant to the provisions of the Governor's Executive Order N-29-20 dated March 17, 2020, which suspends certain requirements of the Ralph M. Brown Act. Interpreters for hearing impaired and Spanish speaking individuals will be made available with forty-eight hours' notice. Please call PSD staff (909) 383-2078 to request the service. For Public Comments, you may join the meeting online via the Zoom application or by phone using the Zoom information provided above. PSD will accept public comments in advance of the meeting by email to [Sharmaine.Robinson@psd.sbcounty.gov](mailto:Sharmaine.Robinson@psd.sbcounty.gov), comments will be distributed to the SGB and read into the record at the Public Comment portion of the meeting. For members of the public who would like to make public comment by phone, use the Access Numbers above. If you wish to address a specific agenda item, please identify the item number in your email. In order to ensure timely submission, please submit your comments by 12:00 p.m. on Tuesday, November 8, 2022.*

**1. CALL TO ORDER**

Supervisor Joe Baca Jr., Chair

**2. WELCOME/INTRODUCTIONS**

Supervisor Joe Baca Jr., Chair

2.1 SGB Policy Council Representatives 2022/23

**3. PUBLIC COMMENT**

Supervisor Joe Baca Jr., Chair

**4. PRESENTATION OF THE AGENDA**

Shar Robinson, Secretary

Notice of minor revisions to agenda items, items removed or continued.

**5. EXECUTIVE REPORTS/PROGRAM UPDATES**

- 5.1 Receive Report of Program Updates (Oral Report) Jacquie Greene, Director
- 5.2 Receive US Department of Health & Human Services Jacquie Greene, Director  
Communication – Information Memorandums (IM)
  - 5.2.1 IM 22-06 Strategies to Stabilize the Head Start Workforce
  - 5.2.2 IM 22-07 – Reporting Child Health and Safety Incidents
  - 5.2.3 IM 22-08 – Fiscal Year 2023 Monitoring Process for  
Head Start/Early Head Start Recipients
- 5.3 Receive Final Program Information Reports 21-22 Debra Billings-Merlos, Deputy Director
  - 5.3.1 Summary PSD Early Head Start and Early Head Start-Child  
Care Partnership Combined
  - 5.3.2 Summary PSD Head Start
  - 5.3.3 Summary Easter Seals Early Head Start
  - 5.3.4 Summary Easter Seals Head Start
- 5.4 Receive Monthly 2022-23 Program Information Report Debra Billings-Merlos, Deputy Director
- 5.5 Receive Draft Quarterly Performance Measures Program Year 2022/23 Arlene Molina, Deputy Director  
Quarter 1
- 5.6 Receive Finance Report(s) – Budget to Actuals Madeline Tsang, Administrative Manager
  - 5.6.1 Fiscal Year 2019-20
  - 5.6.2 Fiscal Year 2020-21
  - 5.6.3 Fiscal Year 2021-22
  - 5.6.4 Fiscal Year 2022-23

**6. SGB TRAINING/REFRESHER**

- 6.1 Receive – Overview of Governance Responsibilities Jacquelyn Greene, Director
- 6.2 Receive – Overview of School Readiness & Child Outcomes Shannon Rodriguez, Program Manager  
Baseline Assessment

**7. CONSENT ITEMS**

- 7.1 Approve Annual SGB and PSD Items Supervisor Joe Baca Jr., Chair
  - 7.1.1 Revised SGB Calendar – 2022/23
  - 7.1.2 Governance Internal Dispute Resolution Policy
  - 7.1.3 Public Complaints Policy
- 7.2 Approve SGB Minutes
  - 7.2.1 July 11, 2022
  - 7.2.2 August 10, 2022

**8. DISCUSSION ITEMS**

- 8.1 Resolution No. 2022-11-09 Supervisor Joe Baca Jr., Chair
  - 8.1.1 Consider Resolution finding that meeting in person may  
present an imminent risk to the health or safety of some  
meeting attendees as a result of the COVID-19 state of emergency
  - 8.1.2 Make alterations if necessary to the Resolution
  - 8.1.3 Adopt Resolution No. 2022-11-09
- 8.2 Approve Fiscal Year 2021-22 Head Start Carryover Request Madeline Tsang, Administrative Manager

**9. INFORMATIONAL ITEMS**

- 9.1 Next Shared Governance Board Meeting – January 19, 2023 Supervisor Joe Baca Jr., Chair

**10. EXECUTIVE COMMENT**

Supervisor Joe Baca Jr., Chair

**11. ADJOURNMENT**

Supervisor Joe Baca Jr., Chair