

**Minutes of the
UCA Policy Council Meeting
Zoom & In-Person
Wednesday, January 17, 2024
9:00 AM**

A meeting of the Policy Council of Utah Community Action commenced via Zoom on Wednesday, January 17, 2024 at 9:15 AM.

Policy Council Members Present: Hannah Skeen (Executive Chair), Emily Diaz (Executive Chair – Elect PP) Shaelee Perkins (Executive Vice-Chair), Diana Cruz (Executive Secretary), Helen Gonzalez (Executive Treasurer), James Lewis (Bennion), Henry Gonzales (Bingham) Bertha Alvarado (CCC), David Garcia-Reese (CCH), Maedelon May (Grantsville), Jasmine Harris (Horizonte), Yocelin Vicente (KECC), Kathryn Passey (Midvale), Erin Yerra (Murray), Julia Herrera (Wendover), and Laurel Miller-Jones (Community Rep.1) Sherrie Pace (Community Rep.2), Joni Clark (Community Rep.3), Jenna Williams (Community Rep.5).

Staff Members & Guests Present: Jennifer Godfrey (CEO), J. Janell Cerva (CISO), Patrice Dickson (COO), Stacy Weight (CAO), Peter Hughes (Accounting Manager), Victoria Edmonds (Mental Health & Special Needs Manager), Aurora Howell (Education Manager), Ashley Bishop (Policy Council Liaison), Mary Salazar, and Stephanie Floisand (Administrative Assistant).

Policy Council Members Excused: Jared Lisonbee (Community Rep), Zainah Bakir (Millcreek), Odaliz Ceron (Noorda), Adilene Contreras (North Star)

Policy Council Members Absent:) Elexis Sanchez (SSLCC), Danae Brown (Creekside), Caren Vanessa Navas (Escalante), Melinda Cederlof (Tooele), Yessica Manchego (Grant), Robert John Delacruz (Riley), Elias Linares (Shriver), Maria Del Carmen Varga (SLCC), Diana Lopez (JRR HB), Courtney Wilson (JRR), Stephanie Reyes (Magna), Alexandra Bowser (Majestic), Lilie Gil (Terra Linda), Tzitlali Soto (UNP), Vanessa Tovar (SLCO ECCP), & Susan Thatcher (TLC ECCP). .

During the meeting, Policy Council will refer to the following materials:

- November Meeting Minutes
 - Consent Agenda
 - Credit Card Report
 - Program Information Summary Report
 - Development Report
 - In-Kind Report
 - Health Report
 - CACFP Report
 - Family Partnership Report
 - ERSEA Attendance & Enrollment Report
 - Education Report
 - Budget Report
 - Change in Scope
-

1. Welcome

Hannah Skeen called the meeting to order at 9:19 AM.

2. The following items were presented and discussed prior to voting:

- a. Motion to approve the November Minutes was given by Bertha Alvarado (CCC), 2nd by Yocelin Vincente (KECC) - Motion passed unanimously.

- b. Motion to approve the Consent Agenda was given by Bertha Alvarado (CCC), 2nd by James Lewis (Bennion) - Motion passed unanimously.
- c. Motion to approve the Budget Report was given by Yocelin Vicente (KECC), 2nd by Bertha Alvarado (CCC) - Motion passed unanimously.
- d. Motion to approve the Change in Scope was given by James Lewis (Bennion), 2nd by Kathryn Passey (Midvale) – Motion passed unanimously.

3. Review of Reports

- a. November Minutes – presented by Hannah Skeen - no questions or comments.
- b. Budget Report – presented by Stacy Weight - report was reviewed and discussed.
- c. Consent Agenda – presented by Hannah Skeen - no questions or comments.
 - i. Credit Card Report – presented by Stacy Weight - report was reviewed and discussed.
 - ii. Development Report – presented by J. Janell Cerva - report was reviewed and discussed.
 - iii. In-Kind Report – presented by Ashley Bishop - report was reviewed and discussed.
 - iv. Health/Mental Health/Special Needs Report – presented by Victoria Edmonds - report was reviewed and discussed.
 - v. CACFP – presented by Peter Hughes - report was reviewed and discussed.
 - vi. Family Partnership Report – presented by Patrice Dickson - report was reviewed and discussed.
 - vii. ERSEA Attendance and Enrollment Report – presented by Patrice Dickson - report was reviewed and discussed.
 - viii. Education Report – presented by Patrice Dickson – report was reviewed and discussed.

4. **Utah Community Action Services Training** – presented by Janell Cerva.

5. Announcements/Other Business

- a. Parent Ambassador Program – presented by Mary Salazar and Bertha Alvarado (CCC).
- b. Agency Updates – presented by Jennifer Godfrey

Motion to adjourn at 10:22 AM by Bertha Alvarado (CCC).

Secretary Signature