

Kids' Corps, Inc.
Policy Council Meeting Minutes
Monday, August 31, 2021

Members Present:	Members Absent:
Brittany Pickens, President	Shawna Bailey
Rhonda Drake, V President	Tasi Sablan
Jessica Teague-Beach	Noreen White
	Kaya Avilla
Staff Present:	
Dirk Shumaker, Executive Director	
Ronnie Brown, FCES	

Greetings and Welcomes extended: meeting was held in person with six feet distancing and everyone wearing masks, including children in childcare. Quorum not present.

Minutes:

Minutes for May and July were reviewed. No discussion or amendments. Rhonda motioned to approve the minutes for both months, Jessica seconded. Motion approved pending absent members input. Tasi approved minutes via email on Sept. 9, 2021. Shawna approved minutes on 9/10/21

New Hires:

New hires were reviewed. Rhonda motioned to approve the new hires and inner agency changes. Jessica second, motion approved pending absent members input. Tasi approved new hires via email on Sept. 9, 2021. Shawna approved new hires on 9/10/21

Executive Director:

Personnel Policies-Work from home policy-

- Eligibility- must meet certain requirements, list was reviewed by members
- Reasons that may qualify for FMLA-reviewed
- Reasons for Coronavirus Response Act- reviewed

Considerations for evaluating the suitability

- Staff person is available to work from home
- Job responsibilities are suitable for a work from home environment
- Equipment, workspace and scheduling issues identified and addressed

All considerations were reviewed and open discussion ensued.

Leave for COVID-19 Exclusions:

With FFCRA coming to an end on September 30, and KCI following CDC recommendations, the Board and PC must realistically review the leave coverage for COVID incidences and make adjustments that will keep KCI financially viable. The end goal is to encourage all employees to be vaccinated. The proposal under consideration recommended the following:

- Until all staff are vaccinated, KCI will require unvaccinated staff to use personal leave or leave without pay when quarantining for exposure or symptoms
- Continue to cover leave for quarantine due to Covid 19 symptoms for vaccinated staff
- Provide a work from home system for healthy staff who must quarantine and have duties that can feasibly be completed at home.

Many options were discussed at length and many feelings were put on the table for consideration. PC members discussed providing leave for unvaccinated staff who must quarantine for symptoms and ultimately recommended the policy to allow such coverage. Members supported unvaccinated staff using personal leave or taking leave without pay when quarantining for exposure. Members also supported a flexible work from home option under certain circumstances like those described in the proposal Dirk shared.

Dirk explained that KCI can create a separate leave pool in addition to our regular paid time off leave account that can cover these Covid 19 related absences. This Covid 19 leave account would have limited funds available; once expended the account would require board approval for additional deposits, if resources are available. Dirk said that KCI strongly supports vaccination for staff but we have not mandated it. Keeping children, families and employees safe is the goal and the vaccine has shown to minimize the effects of Covid (if contracted) and keep others safe as well.

In April, the policy council (PC) reviewed the Personnel Policies and had discussions regarding using one year of experience for one year of education for three program support positions. Although the original proposal described a 2 to 1 exchange (2 years of experience for one year of education), after discussion the PC approved a 1 to 1 exchange. Because the minutes from that meeting do not clearly reflect that change, Dirk asked the PC to make a formal motion. Jessica motioned and Rhonda seconded to accept a one to one exchange of experience for education for the 3 positions in questions. Motion approved.

Dirk reported that our federal grant carryover request was approved by the Office of Head Start, so we have been able to move forward with deferred maintenance projects as listed and previously approved. Due to Covid 19 cases being on the rise, KCI will hold classroom size to 12 children for the time being. EHS will not open till November due to materials taking much longer with shipping and supply delays. We lost a KCI teacher last month after a short illness. Even though she was not with us long, she was a warm and caring person that built many loving relationships with staff and family. The mental health consultant was on hand to assist anyone in need.

Meeting was adjourned by acclamation.

Respectfully submitted by,

Ronnie Brown, FES