



First Start Partnerships *for Children & Families*

Policy Council

March 23, 2026

9:00 am

Policy Council Members Present: Madelyn Davidson, Brittany Neff, Bailey Price, Ashley Simpson

FSP Staff Present: Carolyn Clouser, Kim Holtry, Diane Hummel, Jennifer Mercer, Melisa Ostrowski, Amy Pinkerton, Pam Raynor, Shannon Rudy

Board Members Present: None

I. Welcome: Bailey welcomed everyone and called the meeting to order at 9:05 am.

II. Old Business:

1. January (Feb 4th) Minutes: Brittany Neff made a motion to approve the January minutes as written. Bailey Price seconded the motion. Motion passed.
2. January & February Financial Reports & Credit Card Expenditures: Jessica Kreigline reported that overall, spending is on track. She noted that the \$250 per child in additional funding for Pre-K Counts is reflected in the February reporting. Brittany made a motion to approve the January and February financial reports. Bailey seconded the motion, and it passed unanimously.
3. Selection Criteria: Pam Raynor outlined the proposed changes to First Start's Selection Criteria for the coming year. She noted that there were two proposed changes:
 1. Potential or identified special needs-Professional referral for HS placement
 2. Program stability/workforce support-Child of current FSP staff member

Bailey made a motion to approve the Selection Criteria changes. Ashley Simpson seconded the motion, and it passed unanimously.

III. New Business:

1. Staffing Updates: Diane Hummel shared the names and placements of the new employees that were hired in February and March. Diane also shared that several candidates recently completed second interviews. She shared the names of the candidates and the positions that they were being considered for. Bailey made a motion to accept the staffing updates. Ashley seconded the motion, and it passed unanimously.
2. Wellness Survey Results: Shannon Rudy shared the results from the staff wellness survey that was completed in February. She also shared the comparison of the data from the staff wellness surveys that were completed in 2020 and 2024 and noted the positive outcomes the data represented.

3. Strategic Plan Update: Diane shared the quarterly strategic plan updates and noted that for the most part, all of the goals for healthy children, healthy families and healthy organization were met or on track. She noted that the healthy communities goal related to program volunteers is not on track, but that errors with data entry is causing some of the issues.
4. Annual Budget: Jessica Kreigline provided a summary of the proposed 2026-2027 budget and noted that overall, there were not any major changes being proposed. Bailey made a motion to approve the annual budget and Brittany seconded the motion. It passed unanimously.
5. FSP Annual Audit: Jessica shared that the audit had just been finalized the Friday before the meeting and that she would send the audit report and presentation via email for a vote. She explained the terminology used with audit reports, and further noted that the organization received an unmodified audit report which means that it was clean and without issues.

IV. Directors Report:

- **See attached document for directors' report**
- Carolyn did note that there has been an increase in behavior/incident reports at CELC. She shared that teachers are making sure to document everything that is happening and are taking steps to look at individual children's needs and classroom management strategies. Carolyn further explained that the Special Education Director, Bloom Center Director and Coach are all supporting the classrooms in addition to the Early Childhood Mental Health (ECMH) program through the PA Keys.

V. Parent Committee Report Out:

- a. EHS- Planning an event at Country Creek for the end of year celebration.
- b. CELC-End of year event being planned.
- c. WASHS-The last meeting was a winter event. Overall there is an engaged parent group there.
- d. LWELC-Potty-training info night was held in December.

VI. Member Discussion/Questions/Suggestions: None

VII. Adjourn: Meeting was adjourned at 10:04 am