



**Policy Council Meeting**  
**August 17, 2022**  
**5:30 p.m.**

**Agenda**

**Zoom Link:**

<https://zoom.us/j/93687027177?pwd=QWFXZWxhZmd2FnUmZnRlhYQWY4dz09>

Meeting ID: 936 8702 7177

Passcode: 473146

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- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. CEO and President's Updates**
- 4. Action Item**
  - a. [June 15, 2022 Minutes](#)
  - b. Resolution 08172022-01: Bonus for Childcare Teachers
  - c. Resolution 08172022-02: Funding Flexibility
- 5. Reports**
  - a. Expenditure and Credit Card Reports
    - i. [May 2022 Expenditure Report](#)
    - ii. [May 2022 Credit Card Report](#)
    - iii. [June 2022 Expenditure Report](#)
    - iv. [June 2022 Credit Card Report](#)
  - b. Meal Reports
    - i. [June 2022 Meal Report](#)
    - ii. [July 2022 Meal Report](#)
  - c. Enrollment Reports
    - i. [June 2022 Enrollment Report](#)
    - ii. [July 2022 Enrollment Report](#)
  - d. Attendance Reports
    - i. [June 2022 Attendance Report](#)
    - ii. [July 2022 Attendance Report](#)
- 6. Board Report**
- 7. Updates/Information**
- 8. Reminders**
  - a. Next Meeting September 21, 2022
- 9. Adjournment**

Attachments: [How to Make a Motion](#)























The foregoing resolution and attachment was offered by XXX, who moved its approval. The motion was seconded by XXX, and upon being put to a vote, the vote was as follows: XX members in favor and XX opposed.

The chairperson thereupon declared this resolution duly passed and adopted this 17<sup>th</sup> day of August, 2022.

EARLY LEARNING COALITION OF MIAMI-DADE/MONROE, INC,

By: \_\_\_\_\_  
Jennifer Lescano, Policy Council Secretary

### Background

On May 21, 2020, the Office of Head Start (OHS) issued Information Memorandum (IM) ACF-IM-HS-20-03 Coronavirus Disease 2019 (COVID-19) Fiscal Flexibilities. It described how OHS would implement each provision in the Administration for Children and Families' (ACF) IM-ACF-OA-2020-01 ACF Grant Flexibilities in Conducting Human Service Activities Related to or Affected by COVID-19. IM-ACF-OA-2020-01 has been rescinded.

On March 19, 2021, the Office of Management and Budget issued administrative relief guidance, M-21-20 Appendix 3 – Disaster Relief Flexibilities to Reduce Burden for Financial Assistance. It outlines flexibilities and waivers affecting grant applications, no-cost extensions, extension of certain deadlines, procurement, prior approvals, and single audit submissions. The following is an updated list of current flexibilities and information on how OHS is implementing each provision. Information Memorandum ACF-IM-HS-21-01 supersedes ACF-IM-HS-20-03.

Due to the under-enrollment and staff shortage the program faced throughout the 2021-2022 program year, budget transfers between direct cost categories have been made in response to the changing program needs in relation to COVID-19 in an aggregate amount not exceeding \$1 million.

#### Regulations:

Information Memorandum ACF-IM-HS-21-01(attached)

<https://eclkc.ohs.acf.hhs.gov/sites/default/files/im/downloads/acf-im-hs-21-01.pdf>

M-21-20 Appendix 3 – Disaster Relief Flexibilities to Reduce Burden for Financial Assistance

[https://www.whitehouse.gov/wp-content/uploads/2021/03/M\\_21\\_20.pdf](https://www.whitehouse.gov/wp-content/uploads/2021/03/M_21_20.pdf)

Prior approval waiver requirements. 45 CFR §75.407; 2 CFR §200.407

Recipients may use funds from their current operating awards to respond to and recover from the impacts of COVID-19. All costs charged to federal awards must be consistent with federal cost policy guidelines and the terms of the award, except where specified in this IM. For expenses necessary to respond to COVID-19, OHS recipients may utilize the following waivers of prior approval requirements. These waivers are in effect until OMB memorandum M-21-20 expires and/or is rescinded.

Prior approval for the purchase of equipment (45 CFR §75.308(c)(1)(xi)). Grantees may purchase equipment needed to respond to COVID-19 with a value of up to \$25,000 without prior ACF approval.

























