



**Program Policy and Strategy Committee Meeting**  
**Monday, September 23, 2024; 9:00 a.m.**  
**Meeting ID: 854 1056 8467**  
**Passcode: 599616**

## MINUTES

**Committee Attendees:** Chereen Coile (Chair), Jim Haj (Co-Chair) Dr. Denisse Barrera, Sandi Bisceglia, Dr. Joycelyn Lawrence, Dr. Maite Riestra-Quintero

**Committee Absentees:** Gilda Ferradaz, Dr. Eileen Fluney

**Board Member Attendees:** Dr. Daniel Armstrong, Honorable Holly Merrill Raschein

**Staff Attendees:** Fiorella Altare-Christie, Cindy Cabrera, Mercy Castiglione Dr. Anabel Espinosa, Sandra Gonzalez, Pamela Hollingsworth, Diana Lane, Paloma Lopez-Barcena, Michelle Meilan, Ahmed Mitwalli, Yissel Morales, Yunely Perdomo, Sheyla Perez, Kimii Robinson, Alex Sanchez, Ana Sejeck, Aileen Suazo, Belkis Torres, Evelio Torres, Matthew Zaldivar

**Guests:** Veronica Castro

### I. Welcome & Introductions

**Chereen Coile**

- A. C. Coile called the meeting to order and welcomed everyone.
- B. D. Lane called roll and quorum was established with 6 voting members.

### II. Approval of Minutes

**Chereen Coile**

- A. Motion to Approve March 25, 2024, minutes.
  - Motion to approve Dr. D. Barrera
  - Motion Seconded S. Bisceglia
  - Motion unanimously passed

### III. Early Head Start

**Belkis Torres**

- A. Enrollment
- B. Attendance
- C. Meals

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.



- D. Incident Report Update
- E. Health and Safety Screener Results
- F. Program Information Report (PIR)
  - B. Torres provided an update on the Early Head Start program, discussing a serious incident involving a child who fell and hit her head, which was reported to the relevant authorities and the case was closed without non-compliance.
  - B. Torres mentioned the annual health and safety screening tool and the use of a self-monitoring tool reflecting the changes to regulations from the Office of Head Start which the program is complying with despite lack of funding.
  - B. Torres highlighted upcoming changes for 2028 and 2031, including caseload limits for family advocates.

#### **IV. Resolutions**

**Belkis Torres**

##### **09232024-01 Updated Early Head Start 2024-2025 Recruitment and Selection Plan**

Authorize the President and CEO to implement the updated Early Head Start 2024-2025 Recruitment and Selection Plan to include regulations that will be in effect starting October 1, 2024.

- Motion to approve S. Bisceglia
- Motion Seconded Dr. Barrera
- Motion unanimously passed.

##### **09232024-02 Early Head Start 2024-2025 Self-Assessment Plan**

Authorize the President and CEO to proceed with the implementation of the Early Head Start 2024-2025 Self-Assessment Plan.

- Motion to approve Dr. Barrera
- Motion Seconded S. Bisceglia
- Motion unanimously passed.

#### **V. Infant/Toddler Supports and Autism Assessment Clinic**

**Anabel Espinosa**

- A. Espinosa outlined the Coalition's strategic plan and key programs for supporting infants, toddlers, and caregivers. She discussed the current performance metrics and goals, including increasing certifications for School Readiness providers and mental health training for educators.



- A. Espinosa detailed the Autism Training and Materials Subgrant, which funded the Comprehensive Early Autism and Diagnostic Services (CEADS) program to increase autism diagnosis capacity. The program partnered with experts to develop an assessment battery and received positive feedback on its implementation. The CEADS clinic's first evaluations, achievements, waitlist, and aspirations for further expansion through internships and community engagement were reported. However, additional funding and physical space are still needed.

**VI. Professional Development Institute**

**Ana Sejeck**

- A. National CDA® Update
- B. Super STEM Saturday!
  - A. Sejeck from the Professional Development Institute then discussed their new self-paced CDA® on Demand program and CDA® Renewal Program, both offered in English and Spanish. The upcoming Super STEM Saturday training day was also promoted.

**VII. Public Comments**

**Chereen Coile**

**VIII. Adjourn**

**Chereen Coile**

**Next Meeting:** October 22, 2024; 2:00 p.m.