

**Metro Action Commission
Executive Committee
800 2nd Avenue North, Nashville, TN 37201**

**MEETING MINUTES
July 25, 2023, 9:30am**

Committee members in attendance: LaVoneia Steele (Chair), Leslie Buggs, Telisha Cobb, Flo Kidd, and Joseph Mitchell.

Staff in attendance: Cynthia Croom, executive director

Committee Chair Dr. LaVoneia Steele called the meeting to order at 9:30 am

Dr. Croom explained that the Office of Head Start no longer allows a “Covid” waiver for Head Start under-enrollment. Accordingly, we have 12 months to meet the minimum of 97% enrollment required for the designated Head Start slots for 4-year-old children. Based upon the date the notification was received from OHS, the 12-month time period is 7/10/23 – 7/10/24. However, we are officially requesting an adjustment of the 12-month time period to coincide with the start of the 23/24 school year.

MAC has 30 days to submit to OHS a plan for how we plan to reach 97% enrollment. Part of the recommended plan is to reduce 114 Head Start slots thereby allowing an increase of 32 Early Head Start slots (includes pregnant moms). Dr. Croom stated there is a large waiting list for EHS, so there will be no problem with filling EHS slots.

Also, Dr. Croom reminded the executive committee that programs are allowed to enroll 10% of slots with children whose families are over-income. Currently, those over-income slots are targeted for children with disabilities from families; however, only approximately 1% of over-income slots available slots are used. MAC would like to expand the over-income criteria to MAC team members to assist with agency workforce.

Motion to reduce the number of Head Start slots by 114 and increase Early Head Start lots by 32 (including pregnant moms) and expand the over-income criteria to include MAC team members.

Made by: Leslie Buggs. Second by Flo Kidd Passed unanimously.

Dr. Steele adjourned the meeting at 10:35 am

Submitted:

LaVoneia C. Steele
Committee Chair