



ORANGE COUNTY GOVERNMENT  
HEAD START  
**POLICY COUNCIL**  
**MEETING MINUTES**



Holden Heights Community Center  
1201 20<sup>th</sup> Street  
Orlando, FL 32805  
April 24, 2025

Call to Order by: Octavia Gibson, Chairperson at 6:59  
Roll Call by: Octavia Gibson, Chairperson

**Attended By:**

Stephanie Soler	Aloma	Parliamentarian
Alicia Burmudez	Bithlo	Representative
Nayeli Macaure	Dover Shores	Representative
Nayisha Goldwire	Engelwood	Representative
Briyuana Simpson Ayala	Hal Marston	Representative
Chassity Florence	John Bridges	Representative
Jeanne Warner	Lovell	Representative
Leslie Depre Santana	Millennia Elementary	Representative
Luisa Acevedo Morillo	SOYMCA	Representative
Irma Martinez	Taft	Alternate
Lucia Vasquez Castillo	Three Points	Representative
Tytiana Francis	WS/ELC	Alternate
Jada Moore	W/S Elementary	Representative
Fitta Jeanniton	West Oaks	Representative
Octavia Gibson	Past Parent	Chairperson
Darnellion Brown	Past Parent	Community Rep
Karen Neff	OCPS	Community Rep

**Staff:**

Sonya Hill	Main Office
Sandra Ruff	Main Office
Yvette Meade	Main Office
Toni-Marie Thomas	Main Office
Kenya Munoz	Main Office
Leonor Cuevas	Main Office
Colette Thomas	Main Office
Polly Boulter	Hal Marston
Zhor Elmekali	Lila Mitchell
Janika Gyles	Main Office
Yolanda Soto Mangual	Millenia
Maria Bryant	Main Office
Limarys Rivera	Main Office

**Chairperson Gibson called for a motion to adopt the agenda with a change to add update to the Eligibility Priority Ranking Criteria and Region IV Head Start Association Presentation**

Motion: Jada Moore, W/S Elementary Representative  
Second: Briyuana Ayala, Hal Marston Representative  
Motion carried with no objections

Secretary's Report by Otavia Gibson

**Chairperson Gibson called for a motion to accept the Secretary's report**

Motion: Jada Moore, W/S Elementary Representative  
Second: Briyuana Ayala, Hal Marston Representative  
Motion carried with no objections

**HR Report by Sandra Ruff**

We had a successful Job Fair on April 10<sup>th</sup> and are awaiting the processing of some applicants. Ms. Ruff listed terminations and openings.

**Eligibility Priority Ranking Criteria Update by Hope Massey, ERSEA Recruitment Specialist**

Head Start received a directive from the NHSA related to DEI. Our language and materials had to have changes to align with expectations of compliance guidance provided by the OHS. Ms. Hill met with the County Attorney for guidance on making the changes.

**Chairperson Gibson called for a motion to accept the changes to the Eligibility Priority Ranking Criteria**

Motion: Jada Moore, W/S Elementary Representative  
Second: Briyuana Ayala, Hal Marston Representative  
Motion carried with no objections

**Region IV Annual Training Conference and Expo in Atlanta, GA by Octavia Gibson**

Ms. Gibson spoke about the experience and had a video presentation to show some highlights of the conference. Sandra Ruff led a Financial Literacy session along with Steve Martin from VyStar Credit Union. Unity is our top priority. There is strength in numbers. Supporters came from all across the country to support Head Start in light of the changes in government. There was a gala. VyStar Credit Union received an award. The Community and Family Services Director, Ven Thomas, also attended.

**Director's Report by Sonya Hill**

Ms. Hill brought information on Head Start. Five Regional Offices have been shut down. It did not impact any closures for children. They will be absorbed by other regions. Funding for this year has already been provided. The new budget takes effect on 10/1/25. At 60 years old, Head Start is the oldest federally funded program. Get your news from reputable sources to get accurate information. Use #Head Start Works on the posts you share on social media. Ms. Hill encouraged all to be proactive in recruiting for children to fill up slots for the next school year. Place flyers in popular neighborhood spots.

**Ms. Hill presented the ACF-OHS-IM-25-03 Promoting Healthy Eating and Nutrition for Head Start Children and Families –**

Everything in this IM is already being done by OCHS.

**Budget Report by Sandra Ruff**

**SOP 9.32 Use of Vehicles on County Time by Sandra Ruff**

This SOP is updated with new gas station locations, additional training for users, staff in charge of maintaining the vehicles.

**Chairperson Gibson called for a motion to accept SOP 9.32**

Motion: Tytiana Francis WS/ELC Representative

Second: Luisa Acevedo SOYMCA Representative

Motion carried with no objections

**Unit Updates**

ERSEA by Hope Massey, ERSEA Recruitment Specialist

PFCE by Kenya Munoz, Sr. FSW

Nutrition by Leonor Cuevas, Assistant Nutrition Coordinator

Education by Limarys Rivera, Education Coordinator

Mental Health & Disabilities by Toni-Marie Thomas, Sr. FSW

Health by Janika Gyles, LPN

Maintenance – Review on your own

Darnellion Brown was recognized for serving as Chairperson 2023 – 2024 presented from Commissioner Mike Scott in appreciation for his contribution to the community and children in District 6. He was presented with an engraved gavel.

**Chairperson Gibson called for a motion to adjourn the meeting**

Meeting Adjourned at 8:29 p.m.

Motion: Jada Moore, W/S Elementary Representative

Second: Briyuana Ayala, Hal Marston Representative

Motion carried with no objections

**Next Policy Council Meeting: May 15, 2025**