



ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
MEETING MINUTES



Holden Heights Community Center
 1201 20th Street
 Orlando, FL 32805
 January 21, 2026

Called to order by Chairperson Sharron Jacob at 6:45 p.m.

Roll Call by Secretary, Alyssa St.Hilaire

Attended By:

Stephanie Soler	Aloma	Representative
Malena Perez	Bithlo	Representative
Joffery Matos Virella	Aloma	Alternate
Carlos Leon Rojas	Dover Shores	Representative
Yvonne Ramos	East Orange	Alternate
Sharron Jacob	Hal P. Marston	Representative
Joan Farquaharson	Hal P. Marston	Alternate
Alyssa St.Hilaire	John Bridges	Representative
Alicia Uresti	Lila Mitchell	Representative
Marial Rosario Charles	Lovell	Representative
Amarilis Figueroa Lorenzo	Lovell	Alternate
Tatiana Reid	Pine Hills	Representative
Daphnee Richberg	Pine Hills	Alternate
Shauna Prince	Riverside	Representative
Chelsea Edinboro	Riverside	Alternate
Quaneisha Lamons Turner	Rosemont	Alternate
Sara Zapata	S.O. YMCA	Alternate
Myrlanda Pierre	Southwood	Representative
Maria Diaz	Southwood	Alternate
Lori Jackson	Taft	Representative
Lucia Vasquez	Three Points	Representative
Chanel Williams	WS ELC	Representative
Jasmine Allen	WS Elementary	Representative

Visitor

David Bergendal	VyStar Credit Union
Michael Tirik	McCoy

Staff:

Sonya Hill	Main Office	Manager
Sandra Moore	Main Office	Admin Assistant
Avis McWhite	Main Office	Sr. Program Manager
Polly Bouler	Pine Hills	Child-care
Sonja Austin	W S ELC	Child-care
Zhor Elmekali	Lila Mitchell	Child-Care
Colette Thomas	Main Office	Program Manager
Deshon Perry	Main Office	Education Coordinator
Sandra Ruff	Main Office	Program Manager
Silvio Infante	Southwood	Management Maintenance Coordinator
Moises Hinojo	Southwood	Maintenance Technician
Kerry-Ann Smith	Main Office	Nutrition Coordinator
J'aimani Nathaniel	Main Office	Behavioral Inclusion Specialist
Kenya Munoz	Main Office	Sr. Family Service Worker
Danna Declet	Main Office	Mentor Coach
Rosally Bisbal	Main Office	Sr. Behavioral Inclusion Specialist

Chairperson Jacob called for a motion to adopt the agenda

Motion: Chanel Williams, WS ELC Representative

Second: Stephanie Soler, Aloma Representative

Motion carried with no objections

Secretary's Report by Alyssa St.Hilaire

Minutes from December 18, 2025 and September 30, 2025 were reviewed.

Chairperson Jacob called for a motion to approve the December 18, 2025 minutes

Motion: Lori Jackson, Taft Representative

Second: Alicia Uresti, Lila Mitchell Representative

Motion carried with no objections

Chairperson Jacob called for a motion to approve the September 30, 2025 minutes

Motion: Alicia Uresti, Lila Mitchell, Representative

Second: Lori Jackson, Taft Representative

Motion carried with no objections

Budget Report by Sandra Ruff, Fiscal Program Manager

Spending was limited due to the government shut down but units may start spending again.

Working on budget for the county. Possible COLA from the Federal Government coming.

HR Report by Sonya Hill

Administrative Specialist position has been filled. Food Service Assistant position is now an On-Call position. Ms. Hill updated the vacancies. We are almost fully staffed.

Openings for On-Call positions 25 – 27 hours /week - Food Service Assistant, Front Desk Clerk, Warehouse Assistant

Director's Report by Sonya Hill

- Parent Engagement Conference was very successful. Head Start conducted a tour of the Pine Hills site for representatives from different states
- Three sites received commendation from FDOE for their excellent VPK scores
- Policy Council Training – One more training will be offered. Dates were put out for a vote. The majority vote will be selected.

Community Representative Vote

Dave Bergendal from VyStar Credit Union was presented for Community Representative and was approved unanimously.

Changing of the Bylaws resented by Sonya Hill

Request and recommend a change to the Bylaws to change the meetings from the third Thursday of the month to the fourth Thursday of the month. Reason: To allow time for staff to prepare and turn in their unit reports to be included in the monthly packets in a timely manner. Allow time to compile the packet, send to the copy center and get it in the mail in a timely manner. This will go before the BCC at the March 10, 2026, meeting for a vote. If approved, the change will take effect in April 2026.

Chairperson Jacob called for a motion to approve the changes to the Bylaws

Motion: Stephanie Soler, Aloma Representative

Second: Lucia Vasquez, Three Points Representative

Motion carried with no objections

Self Assessment Plan / Timeline presented by Sandra Ruff

Requesting acknowledgement and approval of the updated Self-Assessment Plan. Will transition to one per year. If anyone wants to participate in the Self-Assessment contact Sandra Moore.

Chairperson Jacob called for a motion to approve the Self-Assessment Plan

Motion: Alicia Uresti, Lila Mitchell Representative

Second: Lori Jackson, Taft Representative

Motion carried with no objections

Eligibility Priority Selection Criteria 2026-2027 presented by Hope Massey, ERSEA Coordinator

The eligibility priority selection criteria is required to establish a formal selection process annually, as mandated by the Improving Head Start for School Readiness Act of 2007 and Head Start Program Performance Standard 1302.14. The point system ensures that the neediest families are given priority for enrollment.

Chairperson Jacob called for a motion to approve 2026-2027 Eligibility Priority Selection Criteria

Motion: Alicia Uresti, Lila Mitchell Representative

Second: Stephanie Soler, Aloma Representative

Motion carried with no objections

Unit Updates

ERSEA	Hope Massey
PFCE	Kenya Munoz
Nutrition	Kerry-Ann Smith
Education	Deshon Perry
Health	Colette Thomas
MH/D	Rosally Bisbal Moreno

Chairperson Jacob called for a motion to adjourn the meeting

Motion: Jasmine Allen, WS Elementary Representative

Second: Lori Jackson, Taft Representative

Motion carried with no objections

Meeting Adjourned at 8:07 PM

Next Policy Council Meeting will be February 19, 2026