



Jefferson Community Action Programs

Head Start Birth to Five-Policy Council

January 16, 2020 10:00am

1221 Elmwood Park Blvd. Suite 405 Jefferson, La 70123

Meeting called by:	Policy Council President
Roll Call-Secretary:	Sign in sheet reflect
Approval of Agenda:	Policy Council President- <i>Motion to accept</i>
Reading of the Minutes	Policy Council Secretary- <i>Motion to accept</i>
Administrative Reports:	Vanessa Zimmerman, JeffCAP Director Darcell Florence, JeffCAP Assistant Director Rochelle Rabathaly, HS B-5 Administrator Michele Luke HS B-5 Assistant Administrator
Financial Report:	Bin Zhang HS B-5 Program Accountant: <i>Motion to accept the Financial Report</i>
Personnel Report:	Rochelle Rabathaly, HS B-5 Administrator: <i>Motion to accept the Personnel Report</i>
Interview Committee/Recommendations:	Rochelle Rabathaly, HS B-5 Administrator
Program Reports:	Juli Barthelemy, Education Disability Coordinator Linda Chapman, Health Coordinator Sandra Hill Social, Service Coordinator Helen Woo, Nutritionist/Dietician
Center Reports:	All Policy Council Representatives
Old Business:	
New Business:	
Next Meeting:	

“In accordance with provisions of the Americans with Disabilities Act of 1990 (ADA), Jefferson Parish will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you require auxiliary aids or devices, or other reasonable accommodation under the ADA Amendments Act, please submit your request to the ADA Coordinator at least forty-eight (48) hours in advance or as soon as practical. A seventy- two (72) hour advanced notice is required to request Certified ASL interpreters. Should you have any concerns, please contact ADA Coordinator, Office of Citizens with Disabilities, 1221 Elmwood Park Blvd., Suite 403, Jefferson, LA 70123 (504) 736-6100 or email: ADA@jeffparish.net. Any person, who believes he or she has been subject to unlawful discrimination by the Parish or any Parish officer or employee based on past or current disability, or his or her association with a person with a disability, may submit the grievance, in writing, to the Parish’s designated Americans with Disabilities Act (ADA) Coordinator, contact information above.” Questions pertaining to which meetings qualify under this policy should be directed to the department head’s CAA and/or Parish Attorney’s Office as necessary.