



Special Executive Committee Meeting

(via Email)

Thursday, September 7, 2023

Executive Committee: Judge James H. Cecile, Paula Freedman, Shirley Copes, Robert T Tackman, Erich W. Shafer, Pastor Phyllis Lee-Williams

Request for Board approval to an adjustment to the Head Start change of scope reduction

On Thursday, September 7, 2023, the Executive Director Carolyn Brown forwarded the attached email from Head Start/Early Head Start Director Becky Heberle to the Executive Committee, requesting approval to an adjustment to the Head Start change of scope.

This is an adjustment to the change of scope that was previously presented and approved by both the Planning Committee (June 14) and full Board of Directors (June 26).

A motion was made via email by Robert Tackman, seconded Shirley Copes to approve the adjustment to the Head Start change of scope reduction.

The motion was approved by Robert Tackman, Shirley Copes, Judge James Cecile, Paula Freedman, Pastor Phyllis Lee-William, and Erich Shafer.

See the attached email responses.

Enc.

Please respond via email: Re:Board approval to Change of Scope adjustment.

1 message

Connie Magunga <cmagunga@peace-caa.org>

Thu, Sep 7, 2023 at 2:35 PM

To: "Judge James H. Cecile" <jcecile@yahoo.com>, Paula Freedman <freedmanassoc@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>

Cc: Carolyn Brown <carolyn.brown@peace-caa.org>

TO: PEACE, Inc. Executive Committee
FROM: Carolyn D. Brown
SUBJECT: Board approval to an adjustment to the Head Start Change of Scope

Hi All:

Head Start is seeking Board approval to an adjustment to the Head Start Change of Scope.

Originally we were asking to cut 240 Head Start slots and 66 Early Head Start slots. The new proposal seeks to eliminate 83 Head Start slots and 42 Early Head Start slots. I am in favor of the new plan.

Please see Becky's detailed explanation below for more information.

Thank you.
Carolyn Brown

Hello PEACE Board of Directors,

I am asking for your approval on the adjustment that we made to the previously approved Change of Scope reduction. Initially, you approved a reduction of 29.3%. Since that approval, we have worked with our partners and internally to lower this reduction, prior to submission. The attached chart shows the newly proposed change of scope with a reduction of 11.98%. Our executive team has worked hard on analyzing the data and we feel that a smaller decrease will work to our benefit. We have added back the 157 students from the SCSD partnership. We have met with their leaders and have set a solid plan for this coming school year. We also are working with the HR recruiter to hire 2 additional home based visitors and only reduce by 2 staff and 24 children, rather than the 4 staff and 48 children. We feel that these services are too vital to the community to reduce by that many slots. All of the savings created by this change of scope will be used to increase salaries of direct service staff.

Please reply to this email with your electronic vote. Thank you!

Becky Heberle
Head Start Director
PEACE INC
217 South Salina
Syracuse, NY 13202
Office 315-470-3300 X703
Cell 315-460-5416
Fax 315-688-0425
rheberle@peace-caa.org
Learn more about P.E.A.C.E., Inc.: www.peace-caa.org

PROPOSED REDUCTION OF SLOTS

LOCATION	CURRENT # OF SLOTS	PROPOSED CHANGE TO # OF SLOTS	PROPOSED TOTAL # OF SLOTS (IF APPROVED)
Baldwinsville	17	No change	17
Genesee	71	No change	71
James Street	34	No change	34
Jamesville Correctional Facility	22	No change	22
Jordan	15	15	0
LaFayette	34	17	17
Liverpool	62	No change	62
Merrick -- (HS)	151	18	133
Merrick -- (EHS)	32	No change	32
Sumner -- (HS)	104	18	86
Sumner -- (EHS)	32	No change	32
Home Base -- (HS)	22	No change	22
Home Base -- (EHS) (eliminate 2 HB visitors)	75	24	51
Syracuse City School District	157	No change	157
Atonement -- (HS)	9	No change	9
Atonement -- (EHS) (will eliminate EHS partnership only)	11	11	0
Catholic Charities	110	No change	110
Children's Consortium	14	No change	14
Elmcrest	7	7	0
Lydia's Lullaby -- (HS)	3	No change	3
Lydia's Lullaby -- (EHS)	11	No change	11
Onondaga Community College -- (HS)	10	No change	10
Onondaga Community College -- (EHS)	10	No change	10
Salvation Army (Cab Horse)	30	15	15
TOTALS	1043	125	918

• REDUCTION IS 11.98% (EHS reduction is 19.63% / HS reduction is 10.01%)

Carolyn D. Brown, Executive Director

September 6, 2023

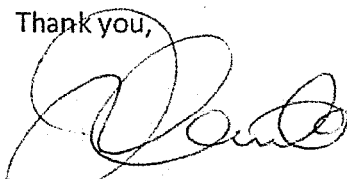
Stefanie Gordon, Regional Grants Management Officer
Department of Health and Human Services
Administration for Children and Families
26 Federal Plaza
Suite 4114
New York, NY 10278

RE: Grant No. 02CH011394

Dear Ms Gordon,

The PEACE Inc. Board of Directors has reviewed and approved the proposed change of scope reduction for the Head Start/ Early Head Start program.

Thank you,



Hon. James H. Cecile
President
PEACE Inc.
Board of Directors

Re: Please respond via email: I agree do we need a motion to approve?Re:Board approval to Change of Scope adjustment.

1 message

Robert Tackman <bobtoddtack@aol.com>

Thu, Sep 7, 2023 at 8:44 PM

Reply-To: Robert Tackman <bobtoddtack@aol.com>

To: carolyn.brown@peace-caa.org, shirley copes <shirlgram08@gmail.com>

Cc: Connie Magunga <cmagunga@peace-caa.org>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, "Judge James H. Cecile" <jcecile@yahoo.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, Paula Freedman <freedmanassoc@yahoo.com>

I make a motion and approve.

-Bob

Robert T. Tackman

On Thu, Sep 7, 2023 at 3:43 PM, Carolyn Brown <carolyn.brown@peace-caa.org> wrote:

Yes, we need a motion. Shirley, are you willing to make that motion?

+++

Carolyn D. Brown | Executive Director

PEACE, Inc.

phone: 315.634.3737 | **fax:** 315.688.0309

address: 217 South Salina Street, Syracuse, NY 13202

pronouns: She, Her, Hers



On Thu, Sep 7, 2023 at 2:40 PM shirley copes <shirlgram08@gmail.com> wrote:

On Thu, Sep 7, 2023 at 2:35 PM Connie Magunga <cmagunga@peace-caa.org> wrote:

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Becky Heberle
Head Start Director
PEACE INC
217 South Salina
Syracuse, NY 13202
Office 315-470-3300 X703



1000 W. 10th St. | P.O. Box 1000 | Syracuse, NY 13202

Connie Magunga <cmagunga@peace-caa.org>

Re: Please respond via email: I agree do we need a motion to approve?Re:Board approval to Change of Scope adjustment.

1 message

james cecile <jcecile@yahoo.com>

Fri, Sep 8, 2023 at 8:05 AM

Reply-To: james cecile <jcecile@yahoo.com>

To: Robert Tackman <bobtoddtack@aol.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

Cc: shirley copes <shirlgram08@gmail.com>, Connie Magunga <cmagunga@peace-caa.org>, "Erich W. Shafer" <eshafer@greenlakeassociates.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, Paula Freedman <freedmanassoc@yahoo.com>

I vote in favor of the motion.

On Thursday, September 7, 2023 at 08:55:25 PM EDT, Carolyn Brown <carolyn.brown@peace-caa.org> wrote:

Bob,

Thank you for seconding the motion made by Shirley and voting to approve.

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Re: Please respond via email: I agree do we need a motion to approve?Re:Board approval to Change of Scope adjustment.

1 message

MAIL SERVER <sandpiper116@hotmail.com>

Fri, Sep 8, 2023 at 8:10 AM

To: james cecile <jcecile@yahoo.com>, Robert Tackman <bobtoddtack@aol.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

Cc: shirley copes <shirlgram08@gmail.com>, Connie Magunga <cmagunga@peace-caa.org>, "Erich W. Shafer" <eshafer@greenlakeassociates.com>, Paula Freedman <freedmanassoc@yahoo.com>

I vote to approve the motion.

Get Outlook for Android

From: james cecile <jcecile@yahoo.com>

Sent: Friday, September 8, 2023 8:05:11 AM

To: Robert Tackman <bobtoddtack@aol.com>; Carolyn Brown <carolyn.brown@peace-caa.org>

Cc: shirley copes <shirlgram08@gmail.com>; Connie Magunga <cmagunga@peace-caa.org>; Erich W. Shafer <eshafer@greenlakeassociates.com>; Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>; Paula Freedman <freedmanassoc@yahoo.com>

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1-800-441-1111

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Re: Please respond via email: I agree do we need a motion to approve?Re:Board approval to Change of Scope adjustment.

1 message

Paula Freedman <freedmanassoc@yahoo.com>

Fri, Sep 8, 2023 at 9:45 AM

Reply-To: Paula Freedman <freedmanassoc@yahoo.com>

To: sandpiper116@hotmail.com, james cecile <jcecile@yahoo.com>, Robert Tackman <bobtoddtack@aol.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

Cc: shirley copes <shirlgram08@gmail.com>, Connie Magunga <cmagunga@peace-caa.org>, "Erich W. Shafer" <eshafer@greenlakeassociates.com>

I vote in favor.

Sent from Yahoo Mail on Android

On Fri, Sep 8, 2023 at 8:10 AM, MAIL SERVER

<sandpiper116@hotmail.com> wrote:

I vote to approve the motion.

Get Outlook for Android

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Re: Please respond via email: I agree do we need a motion to approve?Re:Board approval to Change of Scope adjustment.

1 message

Erich Shafer <eshafer@greenlakeassociates.com>

Tue, Sep 12, 2023 at 12:37 PM

To: james cecile <jcecile@yahoo.com>, Robert Tackman <bobtoddtack@aol.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

Cc: shirley copes <shirlgram08@gmail.com>, Connie Magunga <cmagunga@peace-caa.org>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, Paula Freedman <freedmanassoc@yahoo.com>

I vote in favor of the motion.

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