

**FACT, Inc.**  
**Policy Council E-mail Poll Report**  
**December 1, 2017**

***Policy Council members participating:***

Doreen Brogdon (Union County), Jill Byars (Calhoun/Dallas/Ouachita Counties), Lauren Dennis (Early Head Start), Eric Lowe (Hempstead/Lafayette/Nevada Counties), Tonya Sanders (Union County)

***Purpose of the poll:***

Due to the urgency of the agency's business and the inability of the members to attend an emergency meeting, an explanation of the item requiring a vote was sent to the members for review. Members were asked to vote via return e-mail. Four members are required for a quorum and five members participated.

***Supervision of Children Policy change:***

The e-mail read:

*Through discussion in the last Board and Policy Council meetings, it was the consensus of both groups to implement a policy to give staff who are terminated for violating the child left alone or unsupervised procedures an opportunity to apply for other positions that do not include the duties of child supervision. Providing staff an opportunity to apply for other positions would not guarantee continued employment with the agency or their being rehired at a later date.*

*The **Current Policy** reads: If a report is made that an employee failed to follow the required child supervision procedures and a child is left alone and unsupervised, the employee will be suspended without pay pending an investigation. If the investigation proved that the report is true, the employee will be terminated. If the report is found to be untrue, the employee will be reinstated and paid for time lost.*

*The **Added Policy** will read: If the report is found to be true and the employee is terminated, the employee may reapply for available positions that do not involve supervision of children. Applying for other positions does not guarantee continued employment with FACT, Inc. or being rehired at a later date.*

Of the members participating, all voted to approve the policy change.

---

Policy Council Chairperson

---

Policy Council Secretary