



*Supporting Head Start quality today, impacting Arizona's tomorrow!*

**Arizona Head Start Association  
August 17, 2022  
Board Meeting Minutes**

<p>I. Call Board Meeting to Order</p> <ul style="list-style-type: none"> <li>• Roll Call for Quorum</li> <li>• Sitting of new members</li> <li>• <b>Action Item:</b> Approve May Board Minutes</li> </ul>	<p><b>Janell Stringfellow – AZHSA Secretary</b></p> <ul style="list-style-type: none"> <li>• Roll call – Quorum met <b>yes</b> or no</li> <li>• Called to order @ 1:18 PM</li> </ul> <p><b>Patti Kirkland- Board Vice President</b></p> <ul style="list-style-type: none"> <li>• Meeting to order at 1:18 PM</li> <li>• Sitting of new members</li> </ul> <p><b>The following elected Board members were seated:</b>  <b>Patti Kirkland</b>, Vice Chair  <b>Shandeen Gomez</b>, Board Treasurer  <b>Jenna Juniper</b>, Member at Large  <b>Larry Campbell</b>, Member at Large  <b>Cami Foulks</b>, Member at Large <li>• Approve May Board Minutes  <b>First Motion:</b> Mindy Zapata  <b>Second Motion:</b> Deb Schlamann</li> <li>• Association Updates:</li> </p>
<p>II. Treasurer's Report</p> <ul style="list-style-type: none"> <li>• <b>Action Item:</b> Approve Financial Report</li> <li>• <b>Action Item:</b> Fiscal Audit</li> <li>• Update: BOD Insurance</li> </ul>	<p><b>Shandeen Gomez – AZHSA Board Treasurer</b></p> <p><b>Action Items</b></p> <ul style="list-style-type: none"> <li>• Financial report  <b>First Motion:</b> Gretchen Bonkoske  <b>Second Motion:</b> Erin Lyons</li> <li>• Fiscal Audit  -Do we continue with the Collab Office audit in lieu of our own?  -Finding of \$43.87 returned. Not split in allocation.  <b>First Motion:</b> Sonya Montoya  <b>Second Motion:</b> Janet Zeek</li> <li>• Update on BOD Insurance  <b>Shandeen Gomez shared-</b>We have insurance for the 1<sup>st</sup> time to be compliant and be identified as a non-profit.</li> </ul>
<p>III. President/ Executive Committee Reports</p> <ul style="list-style-type: none"> <li>• Board Retreat</li> </ul>	<p><b>Patti Kirkland - AZHSA Vice President</b></p> <p><b>Items:</b>  <b>NHSA Panel</b> – Our president, Eve Del Real, attended as our AZHSA representative to collaborate and support advocacy improvement.</p> <p><b>Board Retreat</b> – This year, the retreat will be open to all</p>

	<p>Board Members. This will be an in-person. A virtual option is not available.  <b>Date:</b> September 8<sup>th</sup> 9:00 – 3:00 pm  <b>Agenda:</b> 9 -12 Non-profit 101  A photographer was hired to take headshots for the first hour of the retreat.</p>
<ul style="list-style-type: none"> <li>• AZHSA Director Updates</li> <li>• <b>Action Item:</b> AZHSA &amp; HSCCO Regional Film Screening Event Budget</li> <li>• NHTSA</li> <li>• Parent Advocacy Group</li> <li>• Committee Attendance Updates</li> </ul>	<p><b>Review and edit of Bylaws – Afternoon</b>  Jessica will send out invites and needs all RSVPs by August 25th.</p> <p><b>Jessica Rivera-Garcia AZHSA Director</b></p> <ul style="list-style-type: none"> <li>• <b>Action Item:</b> AZHSA &amp; HSCCO Regional Film Screening Event Budget  <b>Head Start Association/Head Start Collaboration Office - Black Boys Screening</b>  <b>Two screening events:</b> Fall – Flagstaff November 3, 2023 (Tentative)  Spring 2024 (Feb-March)  We will be required to have Head Start representation. A portion of seats for Head Start and ECE. A small fee to support paying for lunch and to ensure commitment to this professional development opportunity.</li> </ul> <p>Approval to move forward with the project to host.</p> <p><b>First Motion:</b> Mindy Zapata  <b>Second Motion:</b> Jenna Juniper</p> <p><b>NHTSA</b>  Eve Del Real will support as State Captain. Jessica needs to know who is planning on attending.  To date, there will not be a virtual option.  Executive Team- purchased additional portfolios for attendees. Portfolios will be available during the Board Retreat for pick-up to give to staff and parents.</p> <p><b>Parent Advocacy Group</b>  It will open this Fall. This opportunity is for former and new parents who are interested.</p> <p><b>Perryville Prison Donation –</b> We received a \$6,000 donation. All female rehabilitation prison. Jessica is asking if any program would like to share children’s artwork to send as an appreciation for the donation.</p> <p><b>AZHSA –</b> Now a workforce registry host. This will be added to the workforce registry space id for registration.</p>
<p>V. Committee Reports</p>	<p><b>Committee Chairs:</b></p> <ul style="list-style-type: none"> <li>• <b>Sonya Montoya – PFCE</b>  SNAP MOU and DSA delay with DES, so we are still</li> </ul>

	<p>waiting to receive data. Mindy Zapata shared that she received her first report. More work ahead. If anyone has thoughts reach out to Sonya Montoya or Dulce Quevedo. Receiving new members. Will take on Community of Practice for attendance. First meeting next week.</p> <ul style="list-style-type: none"> <li>• <b>Ana Herron-Valenzuela – Disabilities/Mental Health</b> Working on collecting data (School readiness/TSG) Updated all recruitment flyers, and they have been translated. Shared with AzIEP to share with all AzIEP providers. AzIEP is looking to create an internal intake form to refer families. There is a new AzIEP director who will join our meetings.</li> <li>• <b>Elizabeth Soqui – Integrated Health/Safety</b> Working on health questionnaires to include extra data not included on PIR. AZHSA has a WIC MOU, which will expire on <b>December 31, 2023</b>. MOU will come from the Arizona Department of Health Services. Signature needed in Fall. Data sharing agreement – looking for feedback on this agreement. Have a representative attend the next committee meeting Tuesday, September 5<sup>th</sup>, 2:00 – 4:00 PM.</li> <li>• <b>Gretchen Bonkoske – Early Childhood Development</b> New Vice Chair Malorie We are a sponsoring agency now. We are working on a collaboration for the DES portal and training. We have an FTF/PBS representative. We are collaborating with Never Whisper Justice. Provide updates to POC for workforce registry.</li> </ul>
VI. Region IX Association Report	<p><b>Patti Kirkland - AZHSA Vice President</b></p> <ul style="list-style-type: none"> <li>• <b>Larry Campbell</b> – October 2023 Parent and Family Engagement Conference. <b>Encourage to get staff to attend.</b></li> <li>• <b>New Board Election – New Executive Team</b></li> <li>• <b>Natalie Alvarez</b> – This conference has up-to-date content and Region IX support. This is a beneficial event if it's in your budget.</li> </ul> <p><b>Patti reminded attended to sign their Conflict-of-Interest Forms and send them to Jessica.</b></p>
VII. Adjourn	<p><b>Patti Kirkland - AZHSA Board Vice President</b></p> <ul style="list-style-type: none"> <li>• Meeting adjourn at 2:33 PM</li> </ul>

Secretary Signature: *Janell Stringfellow*  
Date that minutes were taken: August 17, 2023