



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

**Integrated Health & Safety Subcommittee
Monthly Meeting
Standing Committee Meeting Minutes**

DATE OF MEETING: August 18, 2022 Time: 1:00		LOCATION OF MEETING: VIRTUAL
COMMITTEE MEMBERS PRESENT:		
Marcela Zepeda	Marcia Archer	Alice Haverland
Carolyn Willmer	Anna Cosgrove	Carol Giddens
Bari Nemeth	Elizabeth Soqui	Connie Morrison
Jaida McLemore	Margaret Velasco	Samanthah Karim
Sonia Loya	Marya Olmos	Jessica Varela
Priscila Armenta		
VISITORS: Kimberly Callow, WIC		
NEXT COMMITTEE MEETING: September 6 th @ 2:30 – 4:00 (First Tuesday of every month), virtual meeting.		
AGENDA ITEM	DISCUSSION/RECOMMENDATION	PERSON(S) RESPONSIBLE/ PRESENTER
I. Welcome & Call to Order	Meeting called to order at 1:09 PM.	Marcela Zepeda
II. Introductions	Subcommittee members introduced themselves.	Subcommittee
III. Approval of Minutes	Bari motioned to accept the meeting minutes. Carolyn seconded the motion.	Subcommittee



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<p>IV. Health Survey</p>	<p>Marcela presented an update on the survey. It has been presented to the Executive Team and sent to the Collaboration Office. We are awaiting approval for nine non-PIR questions to be incorporated into the Collaboration Office survey. The subcommittee reviewed all survey questions, with the goal being to include useful data.</p> <ul style="list-style-type: none"> • "And required for licensed child care" was included in questions 15 and 16. • As noted for question 17, the only valid exemptions are medical and religious. Personal exemption is only for school age, not for child care and pre-K. • Question #11 is the sum of questions #12-14. • Connie Morrison mentioned the survey didn't include end of school year data. PIR #10, 11, and 12 include both at enrollment and end of enrollment. The subcommittee determined that survey question #15 will remain as is. The subcommittee also determined that questions #16 and #17 are to be changed to include "at end of enrollment" in addition to "at enrollment." 	<p>Marcela Zepeda</p>
<p>V. Committee Goals and Planned Activities</p>	<p>Marcela met with Jessica Rivera-Garcia (AHSA) and Brooke Colvin (new Collaboration Office Director). For the Arizona Head Start Collaboration Office Strategic Plan 2021-2026, the Collaboration office wants us to focus on one objective for this past year and report on it in September. The subcommittee reviewed the one objective and updated this past year's Action Plan and its dates as follows:</p>	<p>Marcela Zepeda</p>



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	Focus Area	Implementation STRATEGIES	DATE TASK INITIATED	RESPONSIBLE PERSON/PARTY	Date of Completion	Progress Monitoring
	With stakeholder input and feedback, will create a codified system for the collection of health data collected within the PIR and Head Start grantee data systems and annually reevaluate the system and data collected.	Developed timeline	August 2021	IHSC Members	December 2021	
		Health Survey was created	August 2021	IHSC Members	May 2022	
		Health Survey significantly revised	May 2022	IHSC Members	August 2022	
		Reported status of the Health Survey at Executive Team Meeting	July 2022	Marcia Archer	July 2022	
		Second Health Survey draft was sent to Collab Office Director, Brooke Colyan for approval to be added to the HSSCO Collab Survey	July 2022	Marcela Zepeda	July 2022	
		Final Revision to Health Survey to identify question that are non PIR	August 2022	Carolyn Willmer	August 2022	
		Final Revised Health Survey to be re submitted for approval as part of HSSCO Collab Survey	August 2022	Marcela Zepeda	Beginning of September	
		The Vision and Hearing questions are not included on PIR. Marcia, Carolyn, and Marcela will meet at another time to identify the questions to incorporate into the Collab Office survey. The Collab office survey is scheduled for distribution in September after PIR is submitted.				
VI. Announcements and Discussion	<ul style="list-style-type: none"> • We will meet monthly every first Tuesday of the month. Marcela will send the invitation. For months when there is a quarterly AHSA Meeting, our meeting will coincide with that date instead of Tuesday. Next meeting: September 6th via Teams. • Marcia Archer questioned whether OAE screenings for infants and toddlers still need to be submitted to ADHS. Marya Olmos responded yes and explained that the last time she spoke with Sonia Somaniego she was told submission of the forms is still needed. • Marcela Zepeda reminded the members of two upcoming Professional Development Opportunities: <ul style="list-style-type: none"> ○ 8/24 for Health Managers - Resources ○ 8/29 OHS pediatric vaccines 					
Marcela Zepeda						



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<p>VII. Guest Presentation</p>	<p>Kimberly Callow, WIC Nutrition Consultant, provided a presentation on the MOU between WIC and AHSA. Both partners need to begin working on the revision so it can be finalized by Jan 2024.</p> <p>The MOU was initially implemented in January 2019 to support WIC and AHSA as partners in promoting health and nutrition for young children and families. The current Guide for Data Sharing with AHSA, as well as the referral forms and MOU, are located on the ADHS website. Kimberly highlighted some of the data sharing procedures for referrals and alternative information exchanges. The Review Process was outlined:</p> <ul style="list-style-type: none"> • ADHS presents the MOU review process at IH&S Committee meeting • Immediately following presentation, ADHS distributes MOU for comment • 90-day comment period for Arizona Head Start Association program members • 60-day period for ADHS review and respond to comments • 30-day period for Head Start to review ADHS comments and either accept or provide additional feedback/requests • 30-day period for ADHS to review and provide final decisions <p>Contact information: Kimberly.callow@azdhs.gov 480-521-3177</p> <p>Kimberly will send the document to Marcela today and the 90-day comment period will begin.</p>	<p>Kimberly Callow</p>
<p>VIII. Adjournment</p>	<p>Marcia made a motion to adjourn; Margaret seconded the closing. Meeting was adjourned at 2:42 pm.</p>	<p>All Members</p>