



Arizona Head Start ASSOCIATION

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**AHSA Quarterly Meeting
Standing Committee Agenda & Meeting Minutes
Parent, Family & Community Engagement Committee
Thursday, September 8th, 2016**

DATE OF MEETING: 9/8/16 Time: 1:45-3:00pm		LOCATION OF MEETING: High County Conference Center- Flagstaff
COMMITTEE MEMBERS PRESENT Terry Doolan, Carlos Ortiz, Alicia Medina, Sonya Montoya, Silvia Benitez, Jessica R. García, Nadia McKerman, Sheri Simmons, Nancy Kessay, Elena Pacheco, Leticia Guzman, Gloria Andrade, Latrishia Centers.		
COMMITTEE MEMBERS ABSENT – Katrina Relph-Mueller		
VISITORS:		
NEXT QUARTERLY COMMITTEE MEETING: Date: will be sent via email with agenda Location: TBD		
AGENDA ITEM	DISCUSSION/RECOMMENDATION	PERSON(S) RESPONSIBLE/ PRESENTER
I. Call to Order & Welcome	Introductions	Karla Solano CCWSHS- Chair
II. Adoption of Agenda	Adoption of the Agenda: Chair updated and sent out to the group via email 3 weeks in advance and some committee members provided feedback before it was finalized.	Katrina Relph-Mueller, Committee Chair, PGCCS
III. Approval of Minutes	Minutes from the previous meeting were not available, but were sent out via email by previous Chairperson.	



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IV. Cradles to Crayons	Foster Care: Peggy not present.	
V. Refugee	Members were informed there are training resources that are being developed in collaboration between IRC, the Refugee Women's Health Clinic and Catholic Charities. The resources and training are available to everyone in the community. Once the training on "Refugee Children's Behavior" is developed it can be presented to the Committee to see if it's a training programs might be interested for their staff who works directly with refugee children and families. Members received Refugee Profile handouts with information on health, do's and don'ts and other information for different ethnic groups.	All Members
VI. Program Boundaries	Members discussed how programs are defining service areas. Some programs share zip codes and field staff is referring families back and forth to one program to another which is causing frustration to both parents and staff. Karla shared a copy of a letter that was shared with her from Catholic Charities's former Grantee- Maricopa County; Request to Change Service Area Boundaries. The letter outlines the decision made from all Maricopa County Head Start programs to define service areas by school districts vs. zip codes due to the same reasons of challenges with cities/programs sharing zip codes. To some members that is what they practice and that is their understanding. Some programs define service areas with both zip codes and school districts. It was discussed that there should be a universal service area waiver and process developed for all programs to avoid confusion.	All Members
VII. Community Resources	Latrisha gave everyone a list of companies that hire re-entry citizens. Also gave out <i>Find Help Phoenix cards</i> . Karla gave everyone copies of DCS Contact- Susan Smith, Refugee resources; Refugee Women's Health Clinic.	Committee Members
VIII. Foster Care Partnership	Terry Doolan present. Concern was shared with the group regarding a possible amendment to the	Terry Doolan, ADE



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	<p>MOU that will need to be written due to the MOU not speaking to families/children under in-home intervention and in-home dependency; committee received copies of the documents DCS use for families under this status.</p> <p>Chairperson shared that during a region 9 call Specialist clarified that children/families under in-home dependency and in-home intervention are not categorized under “foster care” for categorically eligibility. This changes the status programs have been categorizing children under “foster child”. More clarification was requested from Specialist. During next call Karla will follow up with Specialist and bring back information.</p> <p>Members received DCS contact information- Susan Smith-Preventive Coordinator. Susan is willing to attend an AHSA committee meeting or a Head Start program and do a brief presentation of the definitions and process for families under DCS legal care under in-home dependency and in-home intervention.</p> <p>It was clarified and confirmed that Foster children may be enrolled in Head Start or Early Head Start without proof of immunizations on file; same for homeless children.</p> <p>DCS is trying to implement the CarePortal Model in the state; however it is currently not operating. Terry Doolan shared a contact (connection with churches) that might be able to assist – Hillson Phoenix in Scottsdale, Mesa and Downtown Phx.</p>	
IX. Professional Development	<p>Possibility of a Family Maps training for programs interested in implementing it. Susan Tran from Pinal is trained to train staff. It was suggested that maybe she can do a brief presentation or training to the committee and from there decide if it's a training we would want to ask AHSA to consider hosting.</p> <p>FDC- programs need staff trained; however there are no trainers currently available to start a cohort.</p>	All Members



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X. State Flier	It was discussed that the State Flier needs to be updated.	All Members
XI. Announcements	Latrisha shared that the 1 st annual Children Festival is scheduled sometime in April 2017 and a committee meeting is scheduled for planning. Latrisha is attending and will bring back information for programs who are interested in attending the event in April for recruitment purposes.	
Pending updates	None discussed.	Karla
New updates	None discussed	Karla
Follow up items for next quarterly meeting	<ol style="list-style-type: none">1. Karla- follow up with region regarding DCS in-home dependency/in home intervention.2. Leticia- follow up with Susan regarding possible presentation/training on Family Maps for committee3. All members- Bring copies of new performance standards- Program Governance.” Committee will review standards together and share what programs are currently practicing and what changes are being made.4. All Members- update Latrisha with program contact information and any changes needed for the state flier.5. Terry- send Latrisha the original template for the State Flier if located.6. Latrisha- work on updating state flier.7. Alicia- send a copy of the out of service waiver for committee to review.	Karla



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Adjourn	Adjourned at 3:00 PM	Karla
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