



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

**Integrated Health & Safety Subcommittee
Monthly Meeting
Standing Committee Meeting Minutes
April 5, 2022**

DATE OF MEETING: April 5, 2022 Time: 2:30		LOCATION OF MEETING: VIRTUAL
COMMITTEE MEMBERS PRESENT:		
Marcia Archer	Carolyn Willmer	Alice Haverland
Chrisanda DeBois	Myriam Hurtado	Jessica Rivera-Garcia
Bari Nemeth	Selina McCabe-Charley	Kim Pearson
Brooke Colvin	Connie Morrison	
VISITORS:		
NEXT COMMITTEE MEETING: May 3rd 2:30 – 4:00 (First Tuesday of every month), virtual meeting.		
AGENDA ITEM	DISCUSSION/RECOMMENDATION	PERSON(S) RESPONSIBLE/ PRESENTER
I. Welcome & Call to Order	The meeting was called to order at 2:34 PM.	Marcia Archer
II. Introductions	Subcommittee members and guests introduced themselves.	Subcommittee
III. Approval of Minutes	The minutes from the March 1, 2022, meeting were reviewed. Bari mentioned she was in attendance at the last meeting but is not reflected on the minutes.	Subcommittee



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	Motion to approve the minutes with the correction of Bari added to attendance was made by Chrisanda and seconded by Carolyn.	
IV. Election of Chair	Bari offered to assist with any projects over the next few months. There were no volunteers for the Vice Chair or Chair positions.	Subcommittee
V. Bylaws	Brief discussion of bylaws and committee input: Jessica shared the sections of the Bylaws that reference committee composition. She mentioned other committees have suggested that organization Directors be contacted by the committee chair if a member misses 3 consecutive meetings. Carolyn suggested that "consecutive" be removed. Jessica explained that each organization pays an annual fee to be a part of AHTSA and is responsible for having someone on each of the committees	Marcia Archer
VI. Committee Consensus & Goals	Review of committee consensus items, 2022 goal, and discussion of next steps The committee will focus on Consensus statement #1 which is data collection, with a focus on the health survey. Health Data Survey Carolyn reviewed the survey with the committee. Items A-E are a summary of what we want to collect One survey question was missing: "the number of children with current physical exams within 90 days of enrollment" needs to be added back into the survey. Survey question #15 requests immunization data at "intake" instead of "enrollment" (for PIR C-10). Marcia voiced concerns over using intake data instead of enrollment data since some organizations may not be able to collect intake data. Per Brooke, "enrollment" is the verbiage listed in the strategic plan goals, with the goal versed as "Improve the efficacy of children receiving immunizations". The subcommittee unanimously agreed to changing the survey question to "enrollment", replacing "intake".	Marcia Archer



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	<p>Organizations will be responsible for submitting their survey data after PIR with PY21/22 data; starting in September 2022 through January 2023. Beginning in January 2023, the committee will then analyze the data, decide how to present the data statewide and determine next steps.</p> <p>Chrisanda requested the words “hearing specialist” be replaced with “ENT/audiologist” for the questions on hearing screening.</p> <p>Chrisanda made a motion to accept the survey with the changes described above, and Bari seconded the motion. All committee members were in agreement.</p> <p>Survey Platform Brooke asked what platform will be used to administer the survey. Carolyn suggested Excel. Brooke explained there are a lot of problems with administering a survey using a spreadsheet, and suggested Microsoft Forms which can be easily downloaded into Excel. Formatting the survey in Microsoft Forms could be a group effort at the next meeting. Marcia asked Brooke if she would guide the committee with using Microsoft Forms for formatting the survey at the next meeting and she agreed. Selina McCabe Charley also has experience with Microsoft Forms and offered her assistance.</p>	
<p>VII. Announcements Discussion</p>	<p>Chrisanda reported on Eyes on Learning. The period for public comment of the legislation has been completed. Training for screeners by the state is not currently planned but Arizona Department of Health Services is working on it. An RFP (Request for Proposals) for agencies or individuals to provide vision screening was extended by ADHS to Monday 4/11. Marcia mentioned Sonia Samaniego will be joining us at our May mtg to discuss sensory screening and training issues.</p>	<p>Subcommittee</p>



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VIII. Adjournment	Carolyn made a motion to adjourn the meeting; Connie seconded that motion and all committee members were in favor. Meeting was adjourned at 4:00.	All Members