

Health Services Advisory Committee Minutes

May 6, 2015

Members Present: LeDora Wohler , Kim Vance , Carol Zimmerman, Tiffany Footit, Sarah Myers , Patty Lopez, Kristin Phillips

Staff Present: Lillian Okla, David Doty, Amy Tuchscherer , Carrie Whitehill, Jill Bergemann, Kelsey Moorhouse, Kelsey Helbling, Barb Buck, Dawne Schmid

Welcome and introductions were made by those in attendance.

Minutes from the November 19, 2014 meeting were reviewed. Kim Vance made motion to approve and Tiffany Footit second it.

Program updates from the Director:

David Doty informed the group of the monitoring that has occurred at our Head Start program this program year. We have had four reviews: Environmental Health and Safety, CLASS, USDA and ERSEA/Fiscal. There are two reviews left for next year.

The Health and Safety protocol was given an extensive and thorough review involving approximately 300 hours of attention by the program. Our daily building checklists were verified by melding them into a 210 item, systems level checklist. The checklist guides a new annual site manager and director discussion and inspection of documentation, building, and playgrounds.

This protocolled safety checklist has led to many safety improvements which were completed at each site before our federal Environmental Health and Safety review. It is a way to see what is going well and what areas need improvement in each building and in the system. The reviewer gave some good feedback, "Best prepared program the reviewer had ever seen." Referring to the documentation provided during the very first interview. And, "One of the cleanest buildings" the reviewer had ever visited".

During the CLASS review, the classrooms are observed for three areas (emotional support, classroom organization, and instructional support). David showed the group a slide of the CLASS monitoring report, and also the CLASS results from 2012, 2013, 2014. The monitoring report showed that our program has moved up this year to the median, and were in the green. If we were in the red in any area, the program would automatically reenter DRS (Designated Renewal System). We are celebrating the hard work done to bring the scores up from 10% to the median. This hard work was performed through teamwork.

The ERSEA/Fiscal review was completed this past week.

David showed a recent staff newsletter that listed upcoming events, along with pictures from the most recent literacy event. This week is Staff Appreciation Week (May 4-8). Deb Mauch from Wahpeton received an award for the 2015 Early Childhood Outstanding Student Award from Mayville State University. Jennifer Diggs is the new Health Coordinator at Early Head Start. Kelsey Helbling has been filling in this role during the hiring process.

PIR- Page 41 (C.11 and C.12):

Lillian asked everyone to look at the PIR questions C.11 and C.12 in regards to immunizations. She asked for clarification of these two questions, and specifically what the difference was between them. LeDora stated that she read them as C.11 meaning that the immunizations are complete according to CDC guidelines and C.12 meaning that the immunizations are up-to-date at this point but can't get the next one quite yet.

Update Care Plans:

Lillian asked the group to look at the Head Start Care Plans to see if there needs to be any changes. Sarah asked about the Asthma Care Plan. She was concerned with the Yes/No question about needing a rescue inhaler at school. She has seen parents mark this as "no" because they are willing to come to school to give if needed. She worries about the timeframe that it would take for the parent to arrive while the child is having an asthma attack. Lillian informed her that the parent does not answer that question. The parent completes the basic information at the top of the page and signs it. We then send it to the doctor to complete the rest of the form and to determine what is needed at school.

There were no changes made to the forms.

Nutrition Assessment Form:

Lillian presented a new nutrition assessment form. She informed the group that the plan would be to have it completed within the first 30 days of school with the parent(s). It would be used after the first growth assessment with the children who were tracked as being underweight, overweight, or obese. Kim asked what the practice would be; what will happen next? Lillian said that we would see if the child is on WIC and follow-up. Head Start currently does not have any follow-up in regards to nutrition. This would be a way to track, follow-up, and teach.

Looking through the form, LeDora asked about juice being listed with fruit. She felt that the family could be only drinking juice and not actually eating fruit. How would we know? Kim pointed out that there was also a question later in the form about juice. Lillian stated that we would be sitting down with the families to complete, so we would have a good idea if they were only consuming juice. Kim stated that there were good questions about the family style meals. She said that at WIC they emphasize with their families to eat family style. Kim also had a

suggestion for the constipation question. She stated that some children are on medication that can cause constipation. She suggested putting in a question about medication to clarify if the constipation has been caused by it.

Tiffany made motion to approve the form and Sarah second it.

Lead Screens:

Lillian talked about the new CDC guidelines for Lead. She stated that the new guidelines are <5 mcg/dl. Currently Head Start has been following the guideline of <10 mcg/dl. Health Tracks also follows the guideline of <10 mcg/dl. She informed the group that because Head Start needs to follow the most strict guidelines, we will need to follow the CDC guideline of <5 mcg/dl for lead screenings. This means that if a child has a lead screen over 5, it will need to be addressed with the parents and followed-up. We will start using this guideline for the 2015-2016 school year.

Community Updates:

Kim informed the group that Fargo Cass Public Health will be moving into their new building by August. The WIC offices will be combined together in the same building. They will be located in the "old SunMart" building on 13th Avenue.

Carol made motion to adjourn the meeting.