

**HEALTH SERVICES ADVISORY COMMITTEE
SOUTH CENTRAL CHILD DEVELOPMENT, INC.**

***** Meeting Minutes *****

Tuesday, June 2, 2020 (rescheduled from April 7, 2020)

Minerva's – Yankton, SD

11:30 am

Committee Members Present:

Tami Ambroson, MA – Lewis & Clark – Youth & Family Serv. Director – via Zoom

Dr. C. Nolan Carson III, DDS – Carson Family Dentistry

Justin Bunn – Environmental Health Officer, IHS – via Zoom

Staff/Guests Present:

Dr. Tamra Hummel - Head Start Program Executive Director

Julie Nohr, MSW – Head Start Mental Health Manager

Dayle Blasius – Head Start Disabilities Manager

Kari Wynia – Head Start Health/Safety/Nutrition Coordinator

Courtney Brink – T/TA & PD Team

1. Call the meeting to order and introductions

The meeting was called to order at 11:35 am by Tamra Hummel, Executive Director.

2. Motion to approve the **June 2, 2020 meeting agenda or any additions.**

Motion: Tami Ambroson

Second: Justin Bunn

Motion carried

3. Motion to approve the minutes of the **November 5, 2019 meeting and/or corrections.**

Motion: Justin Bunn

Second: Tami Ambroson

Motion carried

Reports

Early Childhood & Health Services Team Reports

a) Health/Nutrition update and data/PIR

b) Vision, hearing, heights and weights—45-day requirement

c) Staff First Aide & CPR – up-to-date

▪ Staff requirements for CDA's

▪ Health Coordinator obtaining instructor certification update

d) Mental Health Services update and data/PIR

e) Ed/Disabilities Services update and data/PIR

f) Environmental Health & Safety update

Motion to approve reports.

Motion: Dr. Nolan Carson

Second: Tami Ambroson

Motion carried

Old Business

1. *Self-assessment Summary & End-of-Year PIR*
2. *Lead Testing*

The Health Coordinator reported the lead testing machine is still on back order; letter reminders have been sent out to clinics reminding providers of leads/hemoglobin's needed with physicals.

New Business

1. The PA 22 Budget was presented by the Director and budget line items specific to the work of this committee was reviewed. The Director informed the committee that 36% of the budget has been spent. Dr. Carson asked if the budget was right on track, Dr. Hummel said it was. Motion to approve the PA 22 Budget.

Motion: Justin Bunn

Second: Nolan Carson

Motion carried

2. *Proposed New Policies*

Motion was made to approve the following policies:

- a. Handwashing Policy
- b. Dental/Payment Policy
- c. Nutrition Training (Protocol) Policy - discussion held to change Protocol to Policy on the title
- d. Hand Sanitizer Policy – discussion held to add in policy alcohol base of minimum of 60%

Motion: Nolan Carson

Second: Tami Ambroson

Motion carried

3. *Partnerships/Agreements/MOU's*

The Committee was informed that MOU's have been sent out to the following dental offices: Dental Health Partners; Daily Dental; Paul Miskimins; John Wingfield; Stephen Gullings; Dental Care Center and Chamberlain Family Dentistry. We have received one signed agreement from Daily Dental to date.

4. *Coronavirus//discussion & recommendations for summer school & upcoming school year*

Discussion regarding taking off "During COVID-19", adding "During a Pandemic" to Title.

The Director discussed waiting for the South Dakota Task team to what guidelines they recommended for school opening.

It was recommended to take out of proposed Health Precaution protocol the part of notifying all staff regarding a positive COVID-19 case within the agency.

Discussion only on paragraph related to underlying medical conditions.

Discussion regarding shields in buses, aprons, masks, and summer school precautions.

Recommendations to offer staffs masks, face shields. Social distancing a problem in some Centers with spacing.

5. *HSAC By-laws*

The proposed by-laws were presented for review and discussion. Motion to approve the proposed HSAC by-laws. Discussion was also held on adding a special meeting by zoom if needed, and to keep two scheduled meetings a year.

Motion: Justin Bunn

Second: Tami Ambroson

Motion carried

6. *Review existing membership & possible new members*

It was recommended to ask Renae Gerlach, a Physician Assistant at Sanford's Children Clinic in Mitchell if she would be interested in joining the committee. The Health Coordinator will follow-up on this with her.

7. *Next meeting date: November 3, 2020*

8. Adjournment @ 1:02 pm

Motion: Tami Ambroson

Second: Justin Bunn

Motion carried