AHSA Quarterly Meeting  
Standing Committee Agenda & Meeting Minutes  
Early Childhood Development/ CCP  
April 21, 2022

<table>
<thead>
<tr>
<th>COMMITTEE MEMBERS PRESENT</th>
<th>LOCATION OF MEETING: Zoom Meeting</th>
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</table>
| Chair: Alexis Horne Alexis.Horne@maricopa.gov  
Vice Chair: Leonor Lundholm llundholm@childparentcenters.org  
City of Phoenix: Janell Stringfellow  
Chicanos Por La Causa Early Childhood Development – Margaret Morales  
Western Arizona Council of Governments (WACOG)  
Child Parent Centers, Inc. (CPC): Leonor Lundholm  
Southwest Human Development: Kamaie Clark  
VISITORS: Jessica Rivera-Garcia |                                  |

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<thead>
<tr>
<th>City of Phoenix: Janell Stringfellow</th>
<th>Maricopa County Human Services - Early Education Division – Alexis Horne</th>
<th>Catholic Charities Westside Head Start</th>
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<tbody>
<tr>
<td>Chicanos Por La Causa Early Childhood Development – Margaret Morales</td>
<td>Child Crisis AZ</td>
<td>Northern Arizona Council of Governments (NACOG): Dayna Smith, Colleen Wolfe</td>
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<tr>
<td>Western Arizona Council of Governments (WACOG)</td>
<td>Pinal Gila Community Child Services, Inc. (PGCCS): Tami Hoover</td>
<td>Urban Strategies – Clarissa Tudela</td>
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<td>Child Parent Centers, Inc. (CPC): Leonor Lundholm</td>
<td>Greater Phoenix Urban League Head Start</td>
<td>Salt River Early Education Center</td>
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<td>Southwest Human Development: Kamaie Clark</td>
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<td>Total: 10</td>
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AGENDA ITEM | DISCUSSION/RECOMMENDATION | PERSON(S) RESPONSIBLE/ PRESENTER

DATE OF MEETING: April 21, 2022  
Time: 1:00pm  

NEXT COMMITTEE MEETING:  
Date: May 19, 2022  
Location: Zoom
| I. Call to Order & Welcome | Welcome and Introductions: Call to order at 1:06pm.  
  - Introductions: Name & Agency  
  - How many years have you been at your agency & in what role?  
  - How did you come to be a part of AZHSA ECD Committee?  
  - Ideal Vacation Destination? | Alexis Horne |
| --- | --- | --- |
| II. Review of AZHSA Bylaws | Reviewed the Bylaws of AZHSA:  
  - Article 1 Section 2  
  - Purpose  
  - Article IV Section 1(C)  
  - Standing Committees  
  - Article VII Standing Committees  
  - Section 1 (B)  
  - Section 2  
  - Section 5 (A) & (B)  
  - Section 6  
  Informed that Chair position is up for election in even ending years. August meeting will conduct nominations and election for committee chair. No questions were asked. | Alexis Horne |
| III. Streamline Action Planning. | Action Planning as shared on action planning form depicting the 2 focus areas. Workforce Registry as well as Collaboration with Recruitment and Retention work group. Was informed that PFCE committee is already working on collaboration goal. Main focus for the committee will remain on the Workforce Registry. It was shared the focus will move toward creating a Memorandum of Understanding between AZHSA grantee's and AZ Workforce Registry to create a system of data sharing where a representative from the registry will provide data updates on current standing of each grantee in the registry. This | Group Discussion |
### IV. Annual Report

Asked for highlights from past year to include into the Annual Report. Chair & Vice Chair will be meeting with Margaret Michaels to inform regarding the work of the committee during 2020 and initial shut down of operations due to COVID-19. Any highlights regarding discussion or implantation that relates to the committee that can be shared please let Alexis know.

**Alexis Horne**

### IV. Follow up items for next Mtg. -

1. Each grantee representative will invite the staff person within their agency who is over the onboarding process for staff in the workforce Registry to the May 19th meeting.
   a. They will bring latest data of teachers registered in the system.
   b. Inquire about Child Care Partnership participation and tracking in the Workforce Registry.
2. Alexis will contact previous Chair Shandeen Gomez to get the last reported data sets from the Registry.
3. Alexis will reach out to Lisa Cobb from the Workforce Registry to invite her to the committee meetings to share data on where each grantee currently stands in the registry.
4. Alexis will update and send out Action Planning sheet to reflect current steps and goals.

**Group**

### Information

Information was shared regarding a professional development opportunity: Infant and Early Childhood Mental Health Certificate Program at Erikson Institute.

**Alexis Horne**
<table>
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<tr>
<th>Adjourn</th>
<th>2:00pm. Next meeting is May 19, 2022 at 1pm. Link and invitation will be sent out.</th>
<th>Alexis Horne</th>
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<td>They are offering a 25% off tuition. Alexis to send out flyer and information to committee to share out to anyone interested.</td>
<td>Alexis Horne</td>
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