



## NHECC Quality Subcommittee Meeting Minutes

**Date:** January 21, 2020

**Time:** 1:00-2:30 p.m.

**Location:** Virtual meeting via Zoom

**Present:** Wendy Simmons (Chair), Sandy Malmquist, Darrah Sipe, Sadie Witherspoon, Elisha Brown, Cynthia, Denise Duclos

### I. Review December 17, 2020 Meeting Minutes

Minutes reviewed.

Discussion: Darrah noted that the Covid Cheat Sheet that Darrah, Denise and Sadie were tasked to work on were missing.

Motion to approve the minutes with amendments.

First – Sandy approved

Second – Darrah 2<sup>nd</sup>.

All in Favor – Unanimous: Motion carries

### II. COVID Response Update

**COVID Cheat Sheet:** Darrah explained the purpose of the guidelines. Darrah said the draft is completed. Sadie said it is with NHHD Epidemiologist for review. Sandy brought up—what do programs do when a kid comes in with a runny nose. There is great variation in program policies on this.

**NEXT STEPS:** Review with Brian Weeks. Ask Allyx, Sandy and Lynn, as providers, to review.

- Ask all ‘What to do when a child is symptomatic?’ Brian to review again. Maritza will have the last look.

Wendy to brief Exec Committee at January meeting and share final draft with Executive Committee and Providers. Suggest that guidelines come out from NHECC and NHHD

**COVID Kits-** instructional and operational materials for SR, FDC and I/T programs.

Recommended: buy 5 Chrome Books for staff to use when they one to be able to offer remote learning.

**NEXT STEPS** DD to ask NHPS about cost of 5 chrome books and 3 hot spots

**COVID Kits for Families** (when programs close for quarantine). Approximate need: 3,000 kids (900 FDC, 1300 prek, 740 I/T) @ \$15/kid is \$45K.

**NEXT STEPS:**

- Denise, Sandy, and Darrah will collect data from programs and FCC educators
  - ask do they need it for families; number served on site; which kit they want:
    - Plan A book kit (see sample at the end of minutes)
    - Plan B loose parts; whether they can pick up kits; commit to providing data
- Denise will determine number of children currently in all programs, amount of money available for kits (QE committee funds, Randi, QE grant)
- Cynthia to ask Randi:
  - How much CFGNH PPE funds available?
  - What is the current inventory?
  - How many families she is working with?
- Wendy: talk to Sherri to see if family engagement committee wants to participate and share costs.
- Denise will ask LULAC if they would help with distribution.
- Darrah said AOK can help with distribution to FCC Educators.

### III. Quality Enhancement Funds

Review options to assess and support program quality

- ECERS Arnett CLASS Other

**Not discussed** at this meeting. Wendy and Denise are checking on costs for each rating for SR programs.

### IV. Establish Goals for 2021-22

**Not Discussed** except to change time period to 2021-2022

**NEXT STEPS:** Wendy will review Doodle Poll re next best time for meetings.

#### From Sandy Malmquist

With the anti-racist theme in mind:

Multi-cultural crayons:	\$ 1.03
Multi-cultural Face pads:	\$ 6.97 for 50
Book: <u>Whoever You Are:</u>	<u>\$ 3.50</u>
<b>Total:</b>	<b>\$11.50</b>

