

STATE OF ALASKA

Department of Education and Early Development
Division of Finance and Support Services



Alaska Head Start Coordination Services

RFQ 210000001

Amendment Two

July 14, 2020

Amendment Two is being issued to summarize and to respond to questions received. This Amendment is being issued for informational purposes only. This document does not need to be returned with your proposal.

Important Note to Offerors: Only the RFQ terms and conditions referenced in this amendment are being changed. All other terms and conditions of the RFQ remain the same.

Laurel Shoop
Procurement Specialist III
Phone: (907) 465-8654
Email: laurel.shoop@alaska.gov

Questions submitted by potential offerors and answers from the state:

Question 1: What payment terms are typically used by the state/DEED or what payment terms are anticipated for this one?

Response 1: Vendors should provide fully burdened firm fixed fees for the full duration of the one-year contract. Payment Schedule will be negotiated at time of contract award as follows:

Monthly Billing: twelve payments totaling a sum no more than the Fully Burdened Firm Fixed Fee

- Administrative Services
- AHSA and Award Coordinator Services
- Social Media Services
- Other Services

Annual Billing: annual billing totaling no more than the Fully Burdened Firm Fixed Fee

- Kickoff Meeting Summary
 - DEED/AHSA Workplan Report
 - AHSA Annual Awards Ceremony
 - Head Start Director Meeting
-

Question 2: Who will be the Project Director for this?

Response 2: A State of Alaska employee will be the Project Director.

Question 3: Who provided these coordination services in the past?

Response 3: The current duties have been carried out by members of the AHSA executive team and a virtual administrative assistant who had previously been contracted directly by AHSA.

Question 4: Will AHSA negotiate with the contractor upon award to clearly lay out specific tasks and amount of time budgeted for each?

Response 4: The contract resulting from this solicitation will be between the State of Alaska and the Contractor. Specifics will be clarified during the Kickoff Meeting Summary and the DEED/AHSA Workplan Report where the successful offeror shall clarify the roles and responsibilities of the project, identify risks and opportunities that are related to the completion of the contract. The successful offeror shall provide a summary of the Kickoff Meeting to the Project Director.

Question 5: During the year, how many meetings does the AHSA schedule not including the executive team meetings?

Response 5: AHSA has one monthly call with all Head Start directors. This call typically lasts 1-1.5 hours.

Question 6: What type of conference is planned for 2021?

Response 6: The in-person Head Start Directors Meeting will happen Spring 2021. At this time, we are unsure if the conference will be held virtually or face-to-face. If held virtually, the State will provide platform for meeting. If held face-to-face, AHSA will provide space. Vendor is expected to coordinate and provide agenda. A previous agenda is attached as Attachment 2 *Head Start Directors Meeting Agenda 2019*.

Question 7: How many days is the conference?

Response 7: The Head Start Directors Meeting Spring 2019 was in February for one half day and one full day. See Attachment 2 *Head Start Directors Meeting Agenda 2019*.

Question 8: How many speakers are estimated?

Response 8: Speakers for the Head Start Directors Meeting have numbered from three to four. Speakers have been AHSA directors, State of Alaska staff, and others. See Attachment 2 *Head Start Directors Meeting Agenda 2019*.

Question 9: What database program do you use for your membership tracking?

Response 9: Membership Tracking is maintained by Contractor using Mailchimp (Mailchimp website: <https://mailchimp.com/>) Wave (<https://www.waveapps.com/>)

Question 10: What is your current membership count for AHSA?

Response 10: Current membership count for AHSA is about 1,000.

Question 11: Is there a budget for reimbursable expenses? How are they covered?

Response 11: Vendors must provide a fully burdened firm fixed fee for the contract scope of work and its deliverables. Third-party receipts will not be reimbursed by the State of Alaska.

Question 12: What software do you use for maintaining your contact list?

Response 12: Membership Tracking is maintained by Contractor using Mailchimp (Mailchimp [website: https://mailchimp.com/](https://mailchimp.com/)) and Google Docs (Google Doc [website: https://docs.google.com](https://docs.google.com))

Question 13: Regarding Scope of Work, Section b *AHSA and Award Coordinator Services*, items 6 & 7, what do you specifically see as the contractor's role in developing benefits for levels of membership and increasing membership opportunities?

Response 13: Developing benefits for levels of membership and increasing membership opportunities will be a collaborative effort with the AHSA Membership Committee. Details are to be established during Kickoff Meeting and DEED/AHSA Workplan Report.

Question 14: Is the Award Ceremony held during the conference the same conference that is mentioned in Scope of Work, Section a *Administrative Services*?

Response 14: Section IV. Deliverables, Item 3 and Item 4 have been updated for clarification below.

Question 15: How long is the Award Ceremony?

Response 15: The Award Ceremony is typically in the evening and is estimated to be approximately two hours.

Question 16: Who provides the content information for the newsletter?

Response 16: Contractor must provide content of the newsletter. AHSA and the State will provide resources for content to contractor.

Question 17: How many average pages is the newsletter? Please provide an example.

Response 17: The newsletter must be at least one page. See Attachment 3 *AHSA Newsletter Update*.

Question 18: Is [the newsletter] distributed via email or hardcopy?

Response 18: Contractor must distribute the newsletter electronically.

Question 19: Please clarify what IRS related tasks are currently needed/required?

Response 19: As of publication of this solicitation, Contractor must fill out and submit timely IRS Form 990-N.

Question 20: Is there already a workplan from previous years? If so, please provide.

Response 20: No, there is no workplan from previous years.

Question 21: How many hours are the Executive Team & Head Start Directors' Meetings?

Response 21: The monthly Head Start Directors' Meetings held virtually usually average around an hour. Agendas are provided as Attachment 4 AHSA Monthly Meeting Agenda and Minutes.

Question 22: Not clear on the amount of services needed to support the Directors or the volume of grants/goals that is being discussed in IV *Deliverables*, 5 *Outreach Materials* item “a”. Can you estimate the number of hours envisioned for this section?

Response 22: Estimated number of hours for section IV *Deliverables*, item 5 *Outreach Materials* subitem *a*. are as follows:

- 2-3 hours to compile the data from state/federal sources,
- 2-3 hours to complete layout and editing, and
- 2-3 hours to coordinate the printing.

Question 23: For the Annual Fact Sheet – is this a one-page document? Please provide an example. If there are other materials, what is the type/volume of documents in a year?

Response 23: The Annual Fact Sheet has been a double-sided brochure. Annual Fact Sheet is provided as Attachment 1 *Head Start Annual Fact Sheet*. Anticipated materials are listed in Section IV *Deliverables*, item 5 *Outreach Materials*.

Question 24: What is the estimate of hours for the contract period?

Response 24: The State estimates a time commitment of no more than 20-25 hours per week.

Question 25: How many committees are there, and what is the meeting frequency for each committee?

Response 25: There are four committees. Committees meet as needed – often monthly or quarterly.

Question 26: What is the funding source for this contract?

Response 26: The funding source will be the Federal Head Start Collaboration grant.

Question 27: Is there a possibility of contract extension beyond the 1-year contract period?

Response 27: The contract resulting from this solicitation will be for one year only.

Question 28: Who is the incumbent contractor?

Response 28: The current duties have been carried out by member of the AHSA Executive Team and an AHSA-sourced virtual administrative assistant.

Question 29: What is the current contract amount?

Response 29: Since this is a new contract, there is no current comparable contract amount. However, the State anticipates a budget of no more than \$22,000 for services resulting from this solicitation.

Question 30: Where can I find the State biennial report?

Response 30: The State Biennial Report may be found hyperlinked [here](#). The State Biannual Report is due this year. Contractor must submit Biennial Report for AHSA timely.
(<https://www.commerce.alaska.gov/web/cbpl/Corporations/BiennialReports.aspx> Website accessed 7/9/2020).

Changes to the RFQ:

Change 1: VENDOR QUOTATION table section on page 1 is hereby amended and replaced in full to read:

“

VENDOR QUOTATION		
Item	Description of Supply or Service	Fully Burdened Firm Fixed Fee
a	Administrative Services	
b	AHSA and Award Coordinator Services	
c	Social Media Services	
d	Other Services	
1	Kickoff Meeting Summary	
2	DEED/AHSA Workplan Report	
3	AHSA Annual Awards Ceremony	
4	Head Start Directors Meeting	
5	Outreach Material	
TOTAL EVALUATED COST = a + b + c + d + 1 + 2 + 3 + 4 + 5		

”

Change 2: SEC. IV Deliverables, item 3. AHSA Annual Awards Ceremony is hereby amended and replaced in full to read:

“

3. AHSA Annual Awards Ceremony

The successful offeror shall plan and coordinate the AHSA Annual Awards Ceremony in collaboration with the AHSA award committee. **The AHSA Annual Awards Ceremony is during the Fall 2020 AHSA Head Start Directors Team Meeting, to be held October 2020.** The successful offeror shall provide planning and coordinating services including, but not limited to, agenda planning, organizing speakers, logistics, a timeline, and a clear description of the responsibilities of the committee and the successful offeror. A hyperlink to the AHSA Annual Awards Ceremony is provided here (Website: AHSA Awards of Excellence <https://www.akheadstart.org/awards/>, accessed July 2, 2020)

”

Change 3: SEC. IV Deliverables, item 4. AHSA Executive Team Meeting is hereby amended and replaced in full to read:

“

4. Head Start Directors Team Meeting

The successful offeror shall lead, plan, organize, facilitate and coordinate with the **Head Start Directors Meeting** in the Fall 2020 (to be held October 2020 to occur with Deliverable item 3 **AHSA Annual Awards Ceremony**), Spring 2021, and Summer 2021 for the **Head Start Directors Meeting**. The successful offeror must provide the following services including, but not limited to, planning and coordinating an agenda, speakers, timeframe, logistics, virtual services, facilitation of content development, and facilitation of the meeting for Directors.

”

Change 4: SEC. IV Deliverables, item 4. AHSA Executive Team Meeting is hereby added in full to read:

“

IV. Nondisclosure and Confidentiality

Contractor agrees that all confidential information shall be used only for purposes of providing the deliverables and performing the services specified herein and shall not disseminate or allow dissemination of confidential information except as provided for in this section. The contractor shall hold as confidential and will use reasonable care (including both facility physical security and electronic security) to prevent unauthorized access by, storage, disclosure, publication, dissemination to and/or use by third parties of, the confidential information. “Reasonable care” means compliance by the contractor with all applicable federal and state law, including the Social Security Act and HIPAA. The contractor must promptly notify the state in writing if it becomes aware of any storage, disclosure, loss, unauthorized access to or use of the confidential information.

Confidential information, as used herein, means any data, files, software, information or materials (whether prepared by the state or its agents or advisors) in oral, electronic, tangible or intangible form and however stored, compiled or memorialized that is classified confidential as defined by State of Alaska classification and categorization guidelines provided by the state to the contractor or a contractor agent or otherwise made available to the contractor or a contractor agent in connection with this contract, or acquired, obtained or learned by the contractor or a contractor agent in the performance of this contract. Examples of confidential information include, but are not limited to technology infrastructure, architecture, financial data, trade secrets, equipment specifications, user lists, passwords, research data, and technology data (infrastructure, architecture, operating systems, security tools, IP addresses, etc.).

”

Change 5: Attachment 1 Head Start Annual Fact Sheet is hereby included as attached hereto.

Attachment 1 *Head Start Annual Fact Sheet* is hereby included as attached hereto.

Change 6: Attachment 2 Head Start Directors Meeting Agenda is hereby included as attached hereto.

Attachment 2 *Head Start Directors Meeting Agenda 2020* is hereby included as attached hereto.

Change 7: Attachment 3 AHSA Newsletter Update is hereby included as attached hereto.

Attachment 3 *AHSA Newsletter Update* is hereby included as attached hereto.

Change 8: Attachment 4 AHSA Monthly Meeting Agenda is hereby included as attached hereto.

Attachment 4 *AHSA Monthly Meeting Agenda and Minutes* is hereby included as attached hereto.

Investing in Head Start

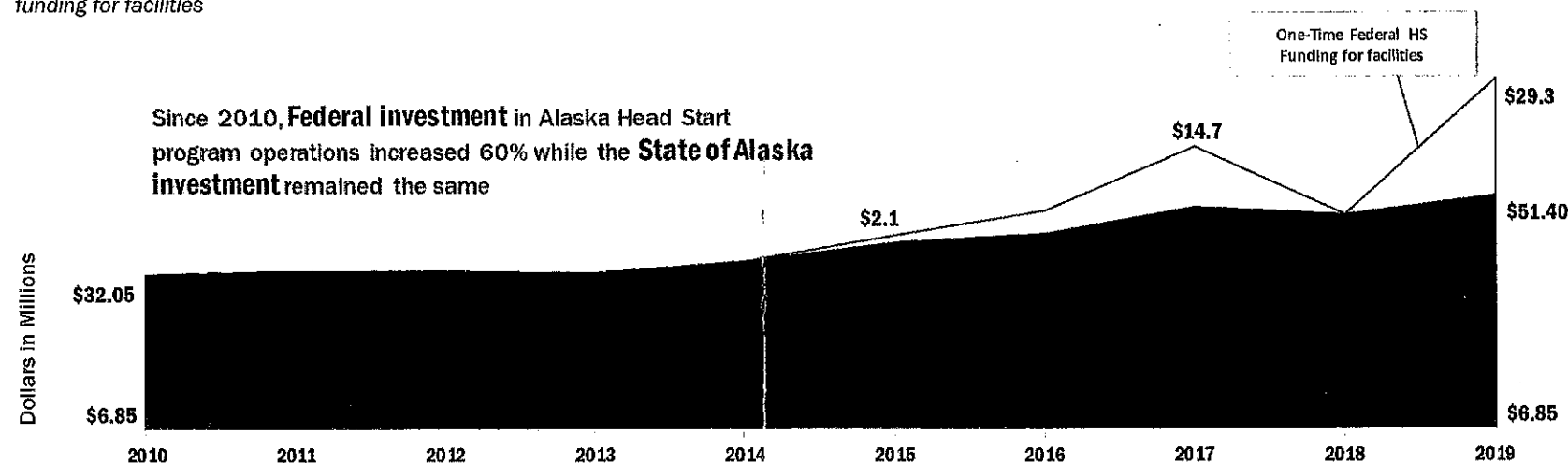
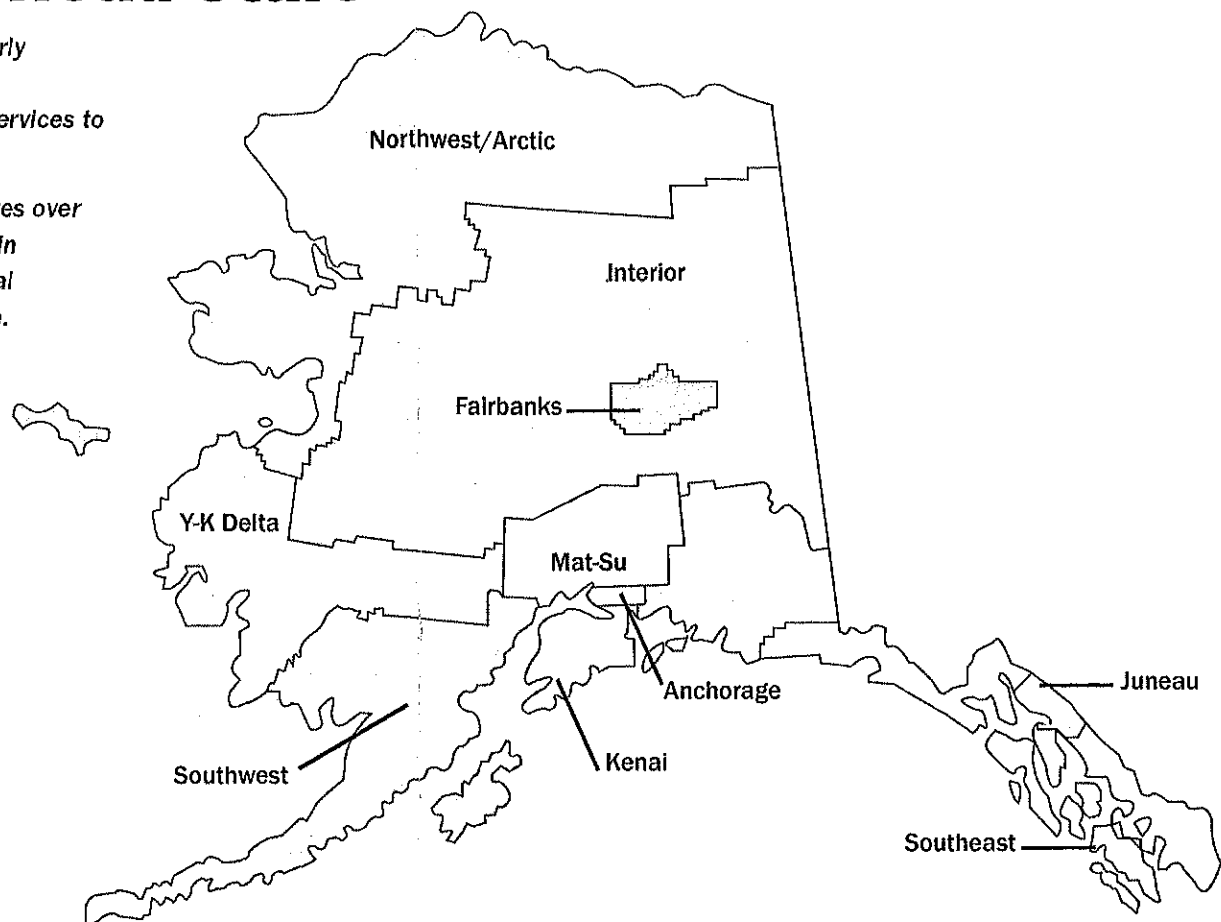
Alaska is the largest statewide early childhood program that provides comprehensive child and family services to children birth to age five.

Each year, Alaska Head Start serves over 3,900 children and their families in approximately 100 urban and rural communities throughout the state.

Federal Fiscal Year 19

Anchorage	\$	21,124,369
Fairbanks	\$	12,916,074
Interior	\$	3,818,490
Juneau	\$	1,279,979
Kenai	\$	10,111,005
MatSu	\$	5,519,219
NW/Arctic	\$	12,962,384
Southeast	\$	2,923,918
Southwest	\$	3,402,604
YK Delta	\$	6,632,036
Total	\$	80,690,078

**includes one time federal funding for facilities*



Alaska Head Start



Alaska Head Start Association

Email: alheadstart@gmail.com

P.O. Box 202449

Anchorage, Alaska 99520-2449

3,555 Families**Family Services****47%** of families were referred for and received family services including basic needs, health, mental health, parenting education and job training**329** Families experienced homelessness**91** Families acquired housing**289** Children were from foster care placements**128** Children were referred by a child welfare agency**Top 5
Family Services Provided**

Parenting Education (1153)
 Health Education (1003)
 Emergency/Crisis Intervention (550)
 Asset Building Services (385)
 Housing Assistance (291)

Parent Level of Education

Less than high school

11%

GED/High School

52%

Associates, vocational or some college

22%

Bachelor's and above

11%**2,697**

Families had one or more parents employed

474

Families had one or more parents in job training or school

166

Had one or more parent complete a job training program, professional certificate, or license

3,873 Children**Enrollment****3,036** } **HS**
Children**837** } **EHS**
Children
76 }
Prenatal Women**Eligibility**

<100% Federal Poverty

52%

>130% Federal Poverty*

24%

Receiving Public Assistance

8%

Homeless

7%

Foster Children

6%

101-130% Federal Poverty

3%

*Includes children served in Poverty of Access communities

Years of Age at Enrollment**Services for Children****2,077 3,181 1,907 79%**

Children received preventive & primary medical care

Children were up-to date on immunizations

Children received a dental exam

Of children needing treatment have received or are receiving treatment

Disability Services**9.7% of Early Head Start children had an IFSP****12.1% of Head Start children had an IEP****179**

Children were screened by programs, referred for formal assessment & qualified for an IFSP or IEP during the program year

1,154 Jobs**Staff****1,154**

Head Start and Early Head Start staff (including contract staff)

46%

of those are current or former Head Start Parents

Volunteers**3,343**

Individuals volunteered in Head Start programs last year

71%

of those were current or former Head Start Parents

Workforce Development

Position	Level of Education	Enrolled in Programs to Obtain Next Level of
163 HS Teachers	71% Associates & above	7
67 Home Visitors	58% Child Development Associate, Family	20
109 EHS Teachers	62% Child Development Associate & above	38

Source: 2019 Head Start Program Information Report, Tracking Accountability for Government Grants" (TAGGS) taggs.hhs.gov & Office of Head Start

Alaska Head Start Association**P O Box 202449-2449****Anchorage, AK 99520****AKHeadStart@gmail.com****Alaska Head
Start Association****Support Brings Success!****AHSA
Leadership
Council****Represented
by Grantee
Agency
Directors,
Staff, Parents,
and Friends
of Head
Start in
communities
throughout
Alaska****Face to Face Meeting & Legislative Visits Agenda****February 24-27, 2019****Juneau, Alaska****Monday, February 24 – Tlingit & Haida Andrew Hope Building in EP Hall****1:00pm-4:30pm - AHSA Director's Face-To-Face Meeting – Agenda TBD**

- 1:00pm - Program Updates
- 2:30pm - Advocacy Flyer
- 3:00pm Denali Daniels – Early Childhood in Alaska Strategic Planning/Feedback (coordinated by the Association of Alaska School Boards (AASB) on behalf of DEED.
- 4:30pm - Adjournment

Tuesday, February 25 – Tlingit & Haida Andrew Hope Building in EP Hall**8:00am – 4:30pm – AHSA Director's Face-To-Face Meeting**

- 8:00am – Program Updates
- 9:00 - Supanika, DEED – SB6, TSG & PIR Outcomes Data, DEED & Collaboration Position Update, State Grant Funding Formula Update, Background Check Update, Coordination between districts who got literacy grants/o-5 EHS-HS Programs
- 11:45am - Deb Baldwin – AECCC Update
- 12:00pm - Lunch
- 1:00pm – Medicaid Waiver Update
- 2:00pm - AHSA Regular Guest Teleconference
- 3:00pm - Poverty Guidelines
- 3:30pm - Data Committee
- 4:30pm - Adjournment

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March 25, 2020

In this issue:

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[Join AHSA Today!](#)

[AHSA's Mission](#)

[Shop Amazon, Support AHSA!](#)

Resources and Activities

Social distancing does not have to mean social isolation. There are many resources out there to find fun and educational activities for children during this time. Below are just a handful of great ideas to do at home with the kids in your life. Enjoy!

CHORE CHARTS FOR KIDS 🧰🔧

<https://www.thebestideasforkids.com/chore-charts-for-kids/>

WOULD YOU RATHER QUESTIONS FOR KIDS

<https://www.thebestideasforkids.com/would-you-rather-quest.../>

50+ SIMON SAYS IDEAS - a fun indoor game for kids!

<https://www.thebestideasforkids.com/simon-says-ideas/>

HANDPRINT FLOWER BOUQUET 🌸🌷

<https://www.thebestideasforkids.com/handprint-flower-bouqu.../>

LEGO STAMPING ART

<https://frugalfun4boys.com/lego-stamping-its-art-with-bric.../>

EASY TAPE PAINTING 🎨

<http://adventuresininteresting2012.blogspot.com.au/.../creat...>

EASTER HANDPRINT CARDS 🐰🥚🐣

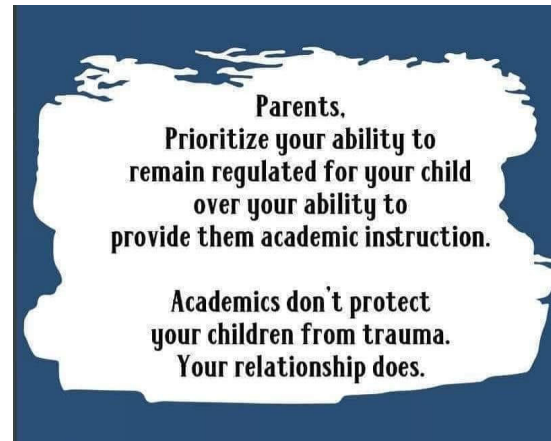
<https://www.thebestideasforkids.com/easter-handprint-cards/>

Also, during this school hiatus there are resources available to make sure children get meals. Connect with your local school district and/or your Head Start program and find out where they are being served in your community. The [Food Bank of Alaska](#) is working hard to support those in need as well.

Lastly, here are some sites with helpful information concerning COVID-19:

- New U.S. Department of Education COVID-19 webpage. The U.S. Department of Education has created a webpage devoted to COVID-19 (Coronavirus) information for schools and school personnel. You can find it at <https://www.ed.gov/coronavirus>. It contains information from and links to CDC resources.
- CDC Interim Guidance for Administrators of US Childcare Programs and K-12 Schools to Plan, Prepare, and Respond to Coronavirus Disease 2019 (COVID-19) <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html>
- Alaska Department of Health and Social Services 2019 Novel Coronavirus (COVID-19) <http://dhss.alaska.gov/dph/Epi/id/Pages/Human-Coronavirus.aspx>
- Department of Education and Early Development Infectious Disease webpage on influenza and COVID-19 <https://education.alaska.gov/safeschools/infectiousdisease>

AHSA hopes you are all staying safe and healthy during this time. Remember that your children look to you to feel safe and secure during times of stress and uncertainty.



Join AHSA Today!

The Alaska Head Start Association (AHSA) proudly advocates on behalf of the Head Start community and provides trainings and resources to Head Start programs statewide. Each year we strive to keep the Head Start community informed, to partner with coalitions at the state and federal level, and to recognize outstanding achievements of those making a difference in our Head Start community.

And you can help us with your membership! Joining is easy with [our online application](#), so click through and join today!

AHSA Awards of Excellence



AHSA's Mission

To collectively advocate on issues affecting Alaska's Head Start children and families.



Like AHSA on Facebook



Visit our website!

Shop at AmazonSmile

and Amazon will make a donation to:
Alaska Head Start Association

Get started

amazonsmile

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Alaska Head Start Association - PO Box 202449 - Anchorage, Alaska 99520 - USA





AHSA Monthly Call February 25, 2020

Teleconference Notes

**1-650-479-3207 access code: 807 242 468
and online at**

<https://stateofalaska.webex.com/stateofalaska/j.php?MTID=m3d0d4d0c88be42524ff94cd4d328a427>

<u>Head Start Programs</u>			
X	APIA: Mark Wasierski		FNA: HS/EHS: Mary Willey
X	AVCP: Sam Alexie	X	FNA: Katrina Nunemann
X	BBNA: Anne Shade	X	Kawerak/EHS/CCP: Deb Trowbridge
X	CCTHITA: Amber Frommherz	X	Kenaitze: Teresa Smith
X	Chugachmiut: MaryEllen Fritz	X	Kids' Corps Inc.: Dirk Shumaker
X	CCS Early Learning: Mark Lackey (Tabitha)	X	Metlakatla: Lucinda Williams
	Cook Inlet Native Head Start: Ethan Petticrew	X	Thrivalaska: Sarah Newton
	Cook Inlet Tribal Council, Inc. Connie Wirz		RurAL CAP: Kristin Ramstad
X	CATG: Dorothea Adams (Rhonda Pitka)		RurAL CAP: Tina Carpenter
			TCC: Jennifer Russell
<u>Others</u>			
<u>State Collaboration Office</u>		<u>Region X & XI Staff and T/TA</u>	
X	Supanika Ackerman		Trevondia Boykin (OHS)
	Kristin Spencer		Julianne Crevatin (Region X)
<u>AHSA Virtual Assistant</u>			Patrice Griffin (ICF)
X	Markie Shiflea		Bonnie Powell (ICF)
			Liz Dilley (Reg X T/TA)
			Laura Bocchetti (Region X)
			Louise Gill (Region X)
			Paul Noski (Office of Child Care)
<u>Guests</u>		X	Agda Berchard (Reg X Office of Child Care)
			Delroy Grant, Region XI
X	Debi Baldwin		Teresa Bockes, Region X
			Tim Murphy, Office of Childcare Reg X
			Raquel Martinez (Reg XI T/TA)
			Marcey Bish, Office of Child Care, State
			Gil Gonzales (ICF)

Participating on the call (indicated by "X")

1. Welcome/Agenda Overview Including Any Changes

2. Region X Updates

Update from Laura: Funding Guidance Letters: FGLs

- FGLs will include a combined COLA increase and Quality Improvement increase. Letters will be staged in HSES in early March.
- The Notice of Competitive Status (DRS) sent to grantees from central office on 2/21. The FY2020 cohort will be available in HSES soon.
- September FGLs will be completed in early March. COLA Quality will be completed separately once the PI goes out.

Grant Applications

- Added a new Change in Scope subtype (combined), “Request to consolidate grants,” to the “view all amendment types” pages, and added the related link.
- Everyone will submit a separate supplement for COLA and Quality.

3. Region XI Updates

4. Region X T&TA Updates

Mark to reply to email from Teachstone that dates for upcoming trainings aren’t going to work, too soon.

5. Region XI T&TA Updates

6. SOA Updates

Teaching strategies from 18/19 are now available to look at.

7. Office of Childcare Updates

Agda: planning some technical assistance in Anchorage April 28-30, looking for location now and will get more information out as soon as it’s available.

8. Other Visitor Updates

Debi: Best Beginnings asked me to talk about their role in the preschool development grant. They were contracted to make 4 local Alaskan books. Some books will be going out free and some for purchase. They want these books into the hands of Alaska children. Every Head Start and EHS child will receive one.

Role of the Alaska Early Childhood Advisory Council, 25 members, I am the AHSA rep. and shared by 2 commissioners. Our focus has been on serving as the advisory body for state and federal grants.

Also, figuring out how we become more influential. We would like to become a little more formal. Feel limited in our ability to influence.



AHSA Monthly Call March 17, 2020
Teleconference Notes
1-650-479-3207 access code: 808 398 546
and online at

<https://stateofalaska.webex.com/stateofalaska/j.php?MTID=m74fd6f1e5b91920552ad819292905eeb>

<u>Head Start Programs</u>			
X	APIA: Mark Wasierski	X	FNA: HS/EHS: Mary Willey
X	AVCP: Shelly Leary	X	FNA: Katrina Nunemann
X	BBNA: Anne Shade (Genie)	X	Kawerak/EHS/CCP: Deb Trowbridge
X	CCTHITA: Amber Frommherz	X	Kenaitze: Teresa Smith
X	Chugachmiut: MaryEllen Fritz	X	Kids' Corps Inc.: Dirk Shumaker
X	CCS Early Learning: Mark Lackey	X	Metlakatla: Lucinda Williams
	Cook Inlet Native Head Start: Ethan Petticrew	X	Thrivalaska: Sarah Newton
	Cook Inlet Tribal Council, Inc. Connie Wirz	X	RurAL CAP: Kristin Ramstad
	CATG: Dorothea Adams	X	RurAL CAP: Tina Carpenter
		X	TCC: Jennifer Russell (Jill)
<u>Others</u>			
<u>State Collaboration Office</u>		<u>Region X & XI Staff and T/TA</u>	
X	Supanika Ackerman	X	Trevondia Boykin (OHS)
	Kristin Spencer		Julianne Crevatin (Region X)
<u>AHSA Virtual Assistant</u>			Patrice Griffin (ICF)
X	Markie Shiflea		Bonnie Powell (ICF)
			Liz Dilley (Reg X T/TA)
		X	Laura Bocchetti (Region X)
		X	Louise Gill (Region X)
			Paul Noski (Office of Child Care)
			Agda Berchard (Reg X Office of Child Care)
<u>Guests</u>			
X	Janet Schultz	X	Delroy Grant, Region XI
X	Todd Reg X		Teresa Bockes, Region X
X	Rebecca Callahan, Kawerak		Tim Murphy, Office of Childcare Reg X
X	Anne Marie Martin	X	Raquel Martinez (Reg XI T/TA)
X	Karen, Dept of Education		Marcey Bish, Office of Child Care, State
			Gil Gonzales (ICF)

Participating on the call (indicated by "X")

1. Welcome/Agenda Overview Including Any Changes

2. Guidance on providing educational and CACFP services during COVID-19 closures

Anne Marie Martin from DEED CACFP: Waivers coming in from all over the state to serve meals and how to. Most are doing breakfast and lunch. Right now it has to be the kids coming in

and not the parents to pick up meals. If you send a waiver and the school district sends a waiver for the same area yours will probably get denied. We'd like to be sending people to one spot to get food and not all over. Things are changing quickly trying to get more food stations set up. Right now it's under the summer food waiver program. Make sure to write everything down, write what you're serving so maybe we can give you money for that. If and when this all changes an email will go out.

Deb: food for EHS including formula?

Anne Marie: would have to do a waiver. That's what CCS did and got approved. The family would have to come in with the infant.

Mark: can we provide formula area wide or is it just for our children. We'd like to partner with schools to provide formula.

Anne Marie: I will have to check and get back to you.

Amber: who monitors the health of the food preparation?

Anne Marie: I'm sure schools are following their health and safety guidelines.

If you can donate food that you're not using right now to a school we don't want it to go to waste/freeze what you can.

3. Region X Updates

Laura: email will be going out on plans to stay connected grantees during this time. Maybe have some webinars, if grantees can share what services they're providing and what models you are using and any creative ways you're meeting with families.

Really need to just follow your local guidance and document everything. COLA funding guidance letters went out this week, won't be extending deadlines. Our work will continue.

4. Region XI Updates

Trevondia: Everything we were doing before is still happening except for monitoring reviews will be rescheduled.

Raquel: we can do virtual TA.

5. Project PAC

Janet: all of the site visits are obviously canceled. Hoping to set up fall site visits, stay tuned.

6. Region X T&TA Updates

7. Region XI T&TA Updates

8. SOA Updates

Supanika: allocations email sent. Pretty straight forward allocations. Should be a fast streamlined process.

9. Office of Childcare Updates

10. Other Visitor Updates

Mark: 2 trainings planned that AHSA has put forward. First week of June. Do we want to hold dates or scratch? Tentatively hold those dates and not sign anything. Revisit in April meeting.

Meeting ended 2:59



AHSA Monthly Call June 16, 2020

Teleconference Notes

1-650-479-3207 access code: 281 142 366

password: AHSA (2472)

and online at

<https://stateofalaska.webex.com/stateofalaska/j.php?MTID=ma5be100cef7cbbb4c7965ccfc42c5571>

Head Start Programs			
	APIA: Mark Wasierski	X	FNA: HS/EHS: Mary Willey
	AVCP: Shelly Leary	X	FNA: Katrina Nunemann
X	BBNA: Anne Shade	X	Kawerak/EHS/CCP: Deb Trowbridge
X	CCTHITA: Amber Frommherz	X	Kenaitze: Teresa Smith & Diane Bernard
X	Chugachmiut: MaryEllen Fritz	X	Kids' Corps Inc.: Dirk Shumaker
X	CCS Early Learning: Mark Lackey		Metlakatla: Lucinda Williams
	Cook Inlet Native Head Start: Ethan Petticrew	X	Thrivalaska: Sarah Newton
X	Cook Inlet Tribal Council, Inc. Connie Wirz	X	RurAL CAP: Kristin Ramstad
	CATG: Dorothea Adams		RurAL CAP: Tina Carpenter
		X	TCC: Jennifer Russell
Others			
<u>State Collaboration Office</u>		<u>Region X & XI Staff and T/TA</u>	
X	Supanika Ackerman	X	Trevondia Boykin (OHS)
			Julianne Crevatin (Region X)
	<u>AHSA Virtual Assistant</u>	X	Patrice Griffin (ICF)
X	Markie Shiflea		Bonnie Powell (ICF)
		X	Liz Dilley (Reg X T/TA)
		X	Laura Bocchetti (Region X)
		X	Louise Gill (Region X)
			Paul Noski (Office of Child Care)
	<u>Guests</u>		Agda Berchard (Reg X Office of Child Care)
X	Steve Honeyestewa		Delroy Grant, Region XI
X	Vanessa Maanao-French Reg X T/TA		Teresa Bockes, Region X
X	Karen Heying		Tim Murphy, Office of Childcare Reg X
X	Debi Baldwin	X	Raquel Martinez (Reg XI T/TA)
X	Tabitha Peterson		Marcey Bish, Office of Child Care, State
X	Nicole Terry		Gil Gonzales (ICF)
X	Kathy Schuknecht		
X	Staci Collier		
X	Janet Schultz		

Participating on the call (indicated by “X”)

1. Welcome/Agenda Overview Including Any Changes**2. Region X Updates**

Laura: processing COVID one time funds and COLA and Quality Improvement funds, plugging through those. Getting status of centers that are operating. State collab grant due July 1st. Been questions about this grant. Reached out to Karen Heying.

Karen: decisions about where the position rests depends on the state. Most collab offices are with the dept of education. We have seen there's no one best place to put the head start collab office. Should sit on the advisory council. Amber - AIAN programs? Mike, he must work with state and tribes, 20-30 states. Collab director can't advocate, would be lobbying using federal funds.

3. Region XI Updates

Trevondia: middle of covid quality and cola applications. Collecting center data around any of your in person services. In talks with ACS making a final decision regarding wages and salaries by end of the week.

Janet: project pac next meeting is Monday the 22nd, looking at Spring site visits with nurse practitioners. If interested shoot me an email and I'll include you in our meetings.

4. Region X T&TA Updates

Liz: next week's topic will be virtual workplace policies and procedures. One more virtual snack chat exploring transitions for regions and families.

5. Region XI T&TA Updates

Nicole: series of webinars by pyramid model. Check email for info. Also fiscal support webinars coming up.

6. SOA Updates

FY19 state grants you don't have to resubmit any reimbursement requests. FY20 funding will be available July 1.

7. Office of Childcare Updates**8. Other Visitor Updates**

Meeting ended 3:07