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<b>Ref #:</b> 1301.2(c); 1302.40(b)	<b>Policy Council Approval Date of Policy:</b> 10/29/19

**COMPONENT: COMMUNITY PARTNERSHIP**

**SUBJECT: ADVISORY COMMITTEES**

**PERFORMANCE OBJECTIVE:** To establish and maintain a Health Services Advisory Committee which includes Head Start parents, professionals, and other volunteers from the community. Grantee and delegate agencies also must establish and maintain such other service advisory committees as they deem appropriate to address program service issues such as community partnerships and to help agencies respond to community needs.

**POLICY AND PROCEDURE:**

The Health Services Manager is responsible for organizing the Health Services Advisory Committee.

The purpose of the Health Advisory Committee includes but is not limited to:

- Reviewing Health, Mental Health, Disabilities and Nutrition Policies and Procedures.
- Reviewing Written Plans pertaining to Health, Mental Health, Disabilities and Nutrition.
- Providing a broad range of professional expertise.
- Promoting linkages to existing community resources.
- Reviewing menus.
- Participate in annual self-assessments.
- Generating ideas to benefit children, families and staff as well as community.

The Health Services Advisory Committee will be updated (as necessary) annually in September to include a minimum of one Head Start parent, one medical professional, one dental professional, two staff, and one other volunteer from the community. A list of the Health Advisory Committee will be maintained by the Health Services Manager.

The Health Services Advisory Committee will meet regularly in October, February, and April at a central location for all centers. Meeting time will be discussed and established at the first meeting in October.

See Health Services Advisory Committee By-Laws for more information.

Revised: 10/8/18