

**REGION 7W IEIC**  
**Minutes**  
**MAY 1, 2014**

**1. WELCOME/INTRODUCTIONS**

Present: Nicole Ruhoff, Sandi Shoberg, Christine Landherr, Bev Beckstrand, Holly Thompson, Cindy Wagner, Alicia Jepsen, Maura O'Connor, Janet Reigstad, Beth Hoeg, Karen Jorgensen-Royce, Michael Potter, Rebecca Rydbom, Debra Swanson, Laurie Ostwald, Marcia Schlattman, Makayla Wijeratne, Carol Gibson-Miller  
Meeting Called to Order at 9:03

**2. MOFAS PRESENTATION-Pam Chmielewski**

MN Organization on Fetal Alcohol Syndrome – Talking about screening of young children – how to ask the tough questions – Looking for red flags – important to ask questions to get accurate information – hard to ask birth parents if alcohol was consumed can be difficult – 1 in 100 effected. Many kids diagnosed at age 8 because that was when we start seeing some of the issues with executive function – willing to do trainings on how to ask the tough question – standard procedure to ask about this during intake – how can this get to their medical record so it can be followed – working to get rid of shame & blame – how can we be supportive moving ahead – what might be the disconnect and how do you go further if parent says ‘yes’ before I knew I was pregnant and then stopped – we often stop our questions at that time maybe need to take the next step – what might that be? Referral to MOFAS/clinics? Check out MOFAS website – contact infor – [pam@fasdfamilyresource.org](mailto:pam@fasdfamilyresource.org), 320-251-7272, - include handouts with minutes – designated person who is now doing early childhood specific training

**3. APPROVALS**

- a. AGENDA FOR TODAY  
**MSP** Maura O'Connor/Debra Swanson
- b. MEETING MINUTES FROM MARCH 13, 2014  
**MSP** Laurie Ostwald/Maura O'Connor

**4. FINANCIAL/BUDGET UPDATE**

- a. FINANCIAL UPDATE (CINDY)
  - i. BUDGET REPORT (ATTACHED)  
Approval of those that are pending on budget sheet plus Child Care Aware \$1440& WCED for \$540  
**MSP** Maura O'Connor/Debra Swanson
- b. EXPENSES TO BE APPROVED
  - i. INVOICES
    - 1. WCED (\$540) for ASQs, scoring, mailing, to Liz Berckes
    - 2. POTPOURRI FOR PROFESSIONALS TO ARC MIDSTATE
    - 3. CHILD CARE CHOICES
      - a. \$1369.00 FOR SALARY/BENEFITS FOR PUBLIC AWARENESS COORDINATOR
      - b. \$255.45 FOR RESOURCE FAIR SUPPLIES/LADIES NIGHT OUT
  - ii. SUGGESTED EXPENSES
    - 1. SEE EMAIL FROM MARCIA REGARDING ADDITIONAL OUTREACH/PUBLIC AWARENESS IDEAS

Additional Conversation

- Can coolers, churches –bulletins, bookmark size insert for churches, calendars – do in multiple languages and themes that are more culturally representative
- Have people received referrals from the media that we have done?
- Likes – radio spots (KASM – Albany check into – others – Alexandria, Litchfield KLMD?, 107.8, BOB 106 – Michael knows owner bought KASM – Leo Freeman, Spirit 92 and other Christian stations) – go with the \$10,000 - yes
- Bus Ads – Can we make the language easier – i.e. not use development but something else? If we change language we need to get it approved by MDE – interior signage & exterior – half bus, go with \$15,000

- Bathroom Ads – do more in areas without bus service – do 3-6 months – go with \$10,000
  - Billboards – check out Franklin and see where you want them do same for Lamar – let Makayla know – go with \$10,000 – new locations 2 plus months maybe not as many (did 7 previously)
  - Banners in schools, WIC clinics, family centers – get 40 - or more stand up signs – get 5 more - \$
  - Materials – wheels – preferred over brochures, - get English & Spanish, magnets w/picture frames
  - Books – for PH home visiting – board books - \$6,000
  - Drawstring backpacks - \$2,000
  - County Fairs – Wright County PH has WOW Van, Benton County – do shifts, Stearns County, Sherburne County
  - Look at Community Ed ads in ECFE brochures for next year
  - Summer time by George – both dates \$25 each
- MSP** Cindy Wagner/Maura O'Connor

## 5. OLD BUSINESS

- a. ASQ TRAINING SCHEDULED (JILL)  
May 15<sup>th</sup> at Stearns County Service Center
- b. REQUEST FOR FUNDING FORM (JANET)  
Draft was shared (attached) had discussion about what needs to be added or changed. Janet will update

## 6. NEW BUSINESS

- a. PUBLIC AWARENESS UPDATE (MAKAYLA)  
Fairs – expos making notes about whether it's worth our time for next year
- b. State IEIC Conference Call (ALICIA)
  - i. STATEMENT OF ASSURANCES-FISCAL HOST  
May have been sent to Lora or Joe. Cindy will look for this. This may have come in an electronic form that cannot be printed.
  - ii. NATIONAL HELP ME GROW UPDATE (ALICIA)  
The state entered into a contract with the national HMG. Minutes from the meeting have not come out yet.
- c. WORK PLAN FOR 2014-15 (ALICIA)
  - i. DUE TO MDE JUNE 27<sup>TH</sup>, 2014  
The new form looks much easier to complete than the last one. There are three goals, Communication, with the final two goals connected to our regional budget.
    1. SUBCOMMITTEE TO WORK ON THIS  
Marcia, Cindy, Maura, Deb & Alicia  
Will meet after June 6
    2. APPROVAL PROCESS-  
Once we have it put together, we will send it out through an email for committee approval. Motion for forming a committee and approval method was made  
**MSP** Maura O'Connor/Christine Landherr
- d. New screening tool-presented by Carol Gibson-Miller  
Survey of Well-Being of Young Children-the tool looks at development, behavior and family risk. Carol walked through the tool. The milestones track the child's growth (giving you a number that indicates if the child is behind), but the rest of the tool does not easily track the child/family needs. Carol will keep us updated. (Carol's phone number: 320-654-3639)

## 7. AGENCY NEWS/UPDATES

Did not discuss due to the late schedule

## 8. FALL MEETING SCHEDULED

- a. SEPTEMBER 11<sup>TH</sup>?
- b.

## 9. ADJOURN

**MSP** Maura O'Connor/Alicia Jepsen