

REGION 7 HELP ME GROW
INTERAGENCY EARLY INTERVENTION COMMITTEE
AGENDA
6-6-13

1. WELCOME

Present: Marcia Schlattman, Debra Rieland, Christine Landherr, Karen Jorgensen-Royce, Debra Swanson, Kathry Landwehr, Cindy Wagner, Maura O'Connor, Alicia Jepsen, Jodi Leraas, Rebecca Rydbom

Chair Maura O'Connor called the meeting to order at 9:00.

2. APPROVALS

a. Minutes

Statistics emailed by Karen Jorgensen-Royce for Wright County will be included in minutes. *Wright County Approx. 1488 new baby letters sent between 7/2012- 4/26/13 offering FAP (Follow Along Program) and providing info about other early childhood programs; fewer number turn into a referral for a service (i.e., FAP, family home visiting, immunizations, Child & Teen Check-ups)*

MSP Alicia Jepsen and Christine Landherr to approve minutes from 5/2/13 with above addition

b. Agenda

MSP Alicia Jepsen and Debra Swanson to approve today's agenda

3. FINANCIAL/BUDGET

MSP Christine Landherr and Karen Jorgensen-Royce to approve budget as provided by Cindy Wagner (**attached**)

4. OLD BUSINESS

a. Review of last meeting –Maura

The 5-2-13 meeting produced information that was very helpful for moving forward.

The poem that was Beth sent was nicely done (**attached**)

Small work group met to determine budget expenditures

b. Results of small group meeting-Alicia

- Immediate agreement from the work group on the need for someone to coordinate for Region 7W IEIC – Public Awareness Coordinator – 20 hours per week
- Post position, interview, select – Small group would be willing to take that task on
- Alicia checked with other IEIC's – 3 are doing it – trying to get job description from them as starting point

- Be flexible as to how the person would be hired – part of a full time person’s job within agency or as an independent contract position for just the 20 hours
- What would this person do?
- Reviewed what was discussed at subgroup meeting – summary **(attached)**
- Update on ASQ from Karen – MDH & MDE will try to support Follow Along - ASQ & ASQ-SE – Each site would have to have a license – not per agency – Does this change how we will spend funds?
- The point was to cover cost for developmental screening tools – doesn’t have to be the ASQ but that is the tool that we all use in common.
- New idea – results based accountability – Karen – build in an evaluation component – What is making a difference in what we are doing as far as Child Find/Public Awareness – build in from the beginning – How did you hear about us question needs to be asked – look at collaboration/consent/process – what is working and what isn’t
- Evaluation needs to be part of the application process – we have to say how we will determine if our work is effective – accountability process needs to be imbedded – how far back in the chain – communication pathway – do we go? If referral came from a doctor where did the doctor find out about us? Look at release process – what’s working and what’s not? Referrals don’t always come with a release.
- There are places that do this evaluation work – there is a charge – common in Public Health
- **TO DO** for Fall meeting – What do we do to evaluate currently? Can we build off of that?
- Need to make sure we are not supplanting in any of our work – Do we allocate a set amount to an entity that can be used for child find and be clear about what outputs are desired? Remember we are already doing some of this work – the coordinator’s job is to connect with those who are already doing the outreach in order to assure consistent messaging and materials are being used.
- See Budget Worksheet **(attached)**
- Print material toolkit was on a CD – is there a new updated one? Not getting any answers from MDE to date
- State not currently doing any public awareness so it is on us
- Need to add Parent Stipends - \$800 from Unallocated
- Website – costs for hosting & development – website up keep by Coordinator – from Unallocated
- **Alicia Jepsen** – will put more info in the justification and will send out to group for response prior to June 28th when application is due to MDE
- **MSP** Debbra Swanson and Maura O’Connor to approve budget presented by work group taking into account information as discussed
- **MSP** Maura O’Connor and Cindy Wagner for the work group to move ahead with the process of hiring a coordinator
- **Work Group Meeting** – Wednesday, June 19th 2:00 at Child Care Choices, 2901 Clearwater Rd, St Cloud. Feel free to join the group if you wish.

c. Finalize 2013-14 work plan

One of our goals is required to be on Communication Pathways. We will utilize the 2 goals that were developed previously and add one regarding Public Awareness.

Goals:

1. A comprehensive, detailed communication pathway will be developed and implemented in order to ensure that all constituents have access to Region 7W IEIC members and are able to receive appropriate, timely information from their IEIC representative
2. The number of babies, birth to age one, with IFSPs will increase, with the intent that Region 7W IEIC will meet or exceed our target number
3. Provide and disseminate a consistent IEIC public awareness message across Region 7W, pending MDE sharing consistent public awareness messaging

MSP Maura O'Connor and Debra Swanson that Alicia Jepsen will complete the work plan and send it to MDE

5. REPORTS

a. MN CoE

Maura reported the following:

- Centers of Excellence are expanding to do things like curriculum for schools
- TACSEI – why aren't people joining the cadres? How else can we be getting it out – current set up doesn't work for some due to structure – time etc. – Feedback from schools will be used to look at how to do this
- As to why IEIC members have not been notified of training for 7W school sites – sounds like it will now be happening

b. Service Coordination Module 1 if time

Tabled – Will be done at first meeting in the fall

6. Meetings for Next Year

- A request was made to add time on upcoming agendas for agency sharing
- Meetings will be held at Roosevelt Early Childhood Center – Coffee will be provided
- Meetings will be from 9:00-12:00 on the first Thursday of the month (with one exception)
- **September 5, 2013; November 7, 2013; January 9, 2014; March 6, 2014, and May 1, 2014** (Maura O'Connor and Cindy Wagner will bring treats to the September meeting)

MSP Cindy Wagner and Debra Swanson to Adjourn at 11:05