

Otter Tail Family Services Collaborative

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Early Childhood Work Group/IEIC Meeting

9-11 AM August 20, 2009

West Battle Lake Room- Government Service Center, Fergus Falls

Attendance: Marion Kershner (OTC Public Health); LuAnn Harris (Child Care Resource & Referral- 4); Stacy Haugen-McAllister (Fergus Falls Area Special Education Cooperative- 5); Patty Deery & Paulette Stanislowski (OTWCAC-115); Brad Vold (OTC Human Services); Karen Hanan (FF ECFE – 2); Sue Ewy (MN Dept. of Health – 5); and Jane Patrick (Project Coordinator).

1. Brad Vold welcomed the group, including the members of the West Otter Tail County IEIC members. This meets was the first joint meeting of the two groups in an effort to reduce meeting time for all Collaborative members and staff. The group discussed joint meeting times for this year and decided on the first Thursday of each month at 10AM. (October 1, November 5, December 3, January 7, February 5, March 5, April 1, May 6 & June 3.)
2. Information was shared regarding the history and purpose of the Early Childhood Work Group and the Interagency Early Intervention Committee (IEIC). The group discussed how the two groups would attempt to merge for the FY10 Collaborative year. They will assess at the end of this year whether or not they feel the merger is working. The members decided they would all meet throughout the year as scheduled for the Early Childhood Work Group and that a portion of each meeting would be set aside for IEIC business as needed. The ECWG members also requested that more information be shared with the group about the IEIC budget and task requirements.
3. Training opportunities were discussed. Several of the Caring Connections staff is currently registered for the “I am Moving, I am Learning” session hosted in New York Mills on August 31. The group thanked Head Start for opening up this session to all Caring Connection staff. The group discussed final details for the Denise Meyer training. Jane noted that \$400 for the trainer fee had been received last spring to cover the cost of the session but that we still needed to identify an additional \$250 to cover the full trainer cost. Stacy indicated EIC dollars could be accessed to help cover this expense, and requested that Jane send an invoice for the amount to Wendy Duenow. The work group also suggested that a minimal fee be charged for those non-Caring Connections staff attending the training to help cover the cost of the luncheon. **MOTION:** Approval of luncheon expenses for the Denise Meyer training out of the curriculum line item of the Caring Connections budget. (S. McAllister/M.Kershner/Carried)
4. Updates where provided:
 - Sue shared information about the potential for the State to hire regional IEIC coordinators. More information about this is expected to be shared at the regional IEIC training being hosted at West Central Initiative in Fergus Falls on 9/9/09.
 - Sue also shared information about the “Growing Great Kids” curriculum for which there is grant funding available to attend training.
 - Follow Along program – Marion indicated that only 12% of families have returned survey responses indicated they are interested in completing the surveys electronically. Brad requested that the forms be sent to him electronically so that he could share them with his staff. Marion also indicated that one nurse is now responsible for all of the Follow Along contacts made after the surveys are returned. They will also continue to send surveys to families on the entire schedule regardless of whether or not families have not previously returned them.

- ECS – Marion shared that Public Health will now only screen 3 & 4 year olds and will no longer be screening 5 year olds. These children will be referred back to the school for school-entrance screening.
- NFP - there are currently 60 active NFP families in the county. There are also five active families in the TANIFF program.
- Golden Start Program – this is a new regional breastfeeding project supported by grant funding of \$465,000 – and it supports and enhances breastfeeding education for families.
- Parent Support Outreach Program – Brad reported that two additional home visitors have been hired to serve PSOP families in the Fergus Falls, Pelican Rapids and surrounding areas. It appears that we are on target to expend our grant funding for this year and additional funding has been allocated through December 2011.
- Father’s Involvement Plan – Brad indicated that the Human Services plan had been submitted and approved by DHS, and that he would share the entire plan with the work group electronically for their review. The group discussed the fact that they would like to hold a longer more in depth discussion regarding overall father’s involvement within our Collaborative partner programs.
- Karen Hanan indicated that the Fergus Falls ECFE booklets are out in circulation. Their open house is scheduled for Tuesday, August 25th from 5 – 7 PM. There will also be activities for kids and families.

5. IEIC business – to be tabled until October meeting.

6. Early Childhood Work Group business:

- **MOTION:** Approval of the minutes of the June 15 meeting (L. Harris/M. Kershner/Carried)
- **MOTION:** To approve the bills/expenses of the program as submitted by Jane for July and August 2009 (S. McAllister/B. Vold/Carried)
- Jane shared the work group budget for review. She indicated that she needed a decision on whether or not the IEIC would be able to help cover the cost of translation for the older age Health Tracks newsletters to the Spanish language. The IEIC members discussed and determined it would be appropriate to help cover this cost. Jane will send a bill to Stacy for this expense once the letters have been translated.
- The group discussed challenges with finding home visitors to serve families in the Frazee-Vergas and Rothsay school districts as Public Health is no longer able to provide the full series of visits to these families due to budget restraints. Stacy agreed to visit with the superintendent in Rothsay to see how they wanted to handle the situation. Marion agreed to also check back with the nurse in charge of these visits to see if it might be possible for them to continue with these few visits. Jane will check with Connie Lindberg to see if she is interested and able to do the visits for the Frazee-Vergas district. If public health is able to provide the visits, some dollars will need to be shifted from within the budget to reimburse Public Health for these visits.
- Jane reported that word was received from the Lake Region Hospital that Caring Connections was awarded \$1,000 in grant funding to help cover the cost of board books for the visits. Jane also noted that one additional grant would be submitted to the TEAM Foundation for the Child Care Provider visits soon.
- The group discussed topics for the Caring Connections Team meeting scheduled for 9/9/09. The following items will be discussed at the meeting: H1N1 (Marion indicated that one of the nurses would be able to provide an update on this); additional training opportunities.

7. The meeting was adjourned by consensus. The next meeting will be held on Thursday, October 1 from 9 – 11AM in the Dead Lake Room at the Government Service Center in Fergus Falls.