

Otter Tail Family Services Collaborative

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Early Childhood Work Group/IEIC Meeting

10-Noon May 5, 2010

Phelps Mill Room- Government Service Center, Fergus Falls

Attendance: Marion Kershner (OTC Public Health); LuAnn Harris (Child Care Resource and Referral-3); Stacy Haugen-McAllister (Fergus Falls Area Special Education Cooperative- by phone); Beth Achter (Lakes Country Service Cooperative-3) Karen Hanan (FF ECFE – 2); Sue Ewy (MCSHN-4); Angie Rusch (Parent Support Consultant-120); and Jane Patrick (Collaborative Coordinator).

1. Marion Kershner agreed to chair with Stacy McAllister appearing by phone.
2. Marion called for a review of the minutes of the April meeting. **MOTION:** Approval of the minutes as corrected with the inclusion of School Readiness. (L. Harris/A. Rusch/consensus) It was noted that the last minutes did not reflect school readiness in the early childhood program list and this should be changed in the minutes and updated. Head Start and ECFE are also programs who were involved with the combined early childhood program process planning.
3. Jane Patrick shared the program invoices which were presented for payment to Otter Tail County. **MOTION:** Approval of payments from May in the amount of \$10,434.85. (Karen/Angie/Carried)
4. Jane shared her FY11 contract coordination proposal from her consulting firm, Independent Contract Services of Fergus Falls, LLC, in the amount of \$16,224 for July 1, 2010 through June 30, 2011. Jane explained that the proposal was identical to last year's proposal in terms of hours, but includes a 2% overall cost of living adjustment. Jane pointed out that, similar to last year, the proposal also includes the cost of \$1,000 for coordination of the Child Care Provider program data tracking. **MOTION:** Motion to approve the independent contract proposal as prepared and presented by Jane Patrick in the amount of \$16,224. (B. Achter/S. Ewy/Carried)
5. LuAnn Harris provided an update on the Child Care Provider visits. At this point she has served 14 providers in FY10 and is nearly complete with these providers. Nearly all providers now licensed in Otter Tail County have had the Caring Connections visits which have been offered during the past four years. LuAnn will enroll another three providers yet this year and will finish them up in June and July. FY10 dollars have already been paid out to CCR & R and will be used to pay for the visits to these last three providers. Additional new providers will be started on the program after July 1 and will be paid for using FY11 dollars. A review was given of the FY11 Child Care Provider visit budget. It was explained that due to lower numbers this year, as well as an increase in the cost for mileage, there would likely be fewer providers served during FY11. LuAnn explained that the goal for next year will be to serve 14 new providers with the series of seven visits. Jane and LuAnn also explained that one additional visit (#8) will likely be offered to providers using oral health training dollars which are available through West Central Initiative. This means that 14 new providers will likely receive 112 visits during the next fiscal year.
6. The group discussed the past discussions about the challenges home visitors face with connecting and contacting families. The group revisited the discussion about texting and there was a general consensus that this was not really a good forum for a first discussion. Therefore, the nurses will continue to provide as much information as they feel is important for the on-going home visitor to get a hold of the family, which may include a suggestion for texting, if that is the family's preference. The group discussed the idea of a focus group session to address both the contact issue and all of the information we want to gather as a program. Marion knows of at least three people who might be able to help with the focus group. The group will work on a detailed plan at their next meeting to develop a focus group meeting in FY11. The

group will review the data we have and try to identify which specific population of people are not taking the visits, and then come up with a plan for how to recruit those families to participate in the focus group session. Jane will ask Jon Anderson from the statistical program at the University of Minnesota Morris if he would be willing to look at our data to help us identify the population of people not accepting the visits. Jane will also ask the home visitors to be more specific about the reasons people are declining. Marion will bring information about the possibility of focus groups and how to set this up.

7. June 8th Annual Meeting update - Jerry Ness has committed to giving a presentation at the Annual Meeting about the newly designed integrated early childhood program set to start at the McKinley School in September. Jerry already has a program set up which he has given to the early childhood staff and it went very well. The ending slide could be a list of contacts (ask Jerry if this is okay) if other districts are interested in exploring this or other options.
8. IECI business
 - This year's process is a new venture in putting the budget together. It is now being done in stages. Stage 1 includes individual school districts coming up with the special ed child count and giving it to the State. Stage 2 is the State crunching numbers and giving these figures back to the IECI to work with and then develop a budget. Stage 3 is each group putting together individual budgets and getting this approved by June 30.
 - IRT has continues to go well with many agencies at the table. Every family with an IEP signs a release so agencies can discuss the children/families involved. A question was raised about how the satisfaction of these families is measured as it appears that they would be quite happy with the service coordination they are receiving. Sue suggested that perhaps this information is already collected by the state process? Stacy will check on this to see if the information is already available. A concern was noted about some level of disconnect with referrals from JoAnn Winjum from the ASQ-SE. Marion will have JoAnn connect with Lynn Johnson directly to see where the disconnect is in the system because she is not learning the results of the referrals that she sends to the FFASEC. JoAnn would like to know the results so she can quit sending the ASQ & ASQ-SE to those families that qualify for services.
 - Shannon Graves training update – set for June 10th at Lakes Country Service Cooperative in the evening. Shannon is also coming to visit with the Children's Mental Health Local Advisory Committee on May 18 at 3:30 at the Dead Lake Room to share information about the various programs she is involved in and how they can benefit
9. Jill Simon will be coming to Otter Tail County Public Health on June 7 from 9 a.m. to Noon to discuss infant mental health. Marion will be sending out an invitation to the entire work group to let us know that others can attend.
10. Follow Along Program – it is currently part of the plan for the nurses to try and connect the families with other programs that they could be enrolled in such as Head Start and ECFE. Marion will check on this again with the home visitors and find out if they could get a signed release from the family to make a contact with Head Start/ECFE or other programs.
11. Jane shared an update on the Parent Support Outreach Program. The first quarter invoice was just submitted to the State for the amount of \$8,905. This is an increase over the amount last year and validates that we will likely use all of our allocation for this year. Jane will check with Brad to see if he will consider requesting additional dollars from counties that don't use all of their allocation for this year.
12. Beth shared information she learned at the annual leadership child care conference in St. Cloud. She would like to see a speaker come to the next annual meeting to share information about the outcomes for children about over structured child care and environments. Dr. Megan Gunnar is from the University of Minnesota is the speaker and the ECWG is interested in possibly having her as a speaker for next year at the Collaborative's Annual Meeting.
13. The meeting was adjourned by consensus. The next meeting is scheduled for **Wednesday, July 7 from 10AM – Noon** in the Phelps Mill Room at the Government Service Center in Fergus Falls.