

**Ingham Great Start Collaborative
 Operations Committee Meeting Notes
 Thursday, December 1, 2016 - 2:00 – 4:30 pm
 Harley Franks Early Childhood Center, 2924 Newark Avenue, Lansing**

Attendance: Jessica Baker, Wendy Boyce, Fran Jozefowicz, Lucy McClintic, Corrie Mervyn (by phone), Michelle Nicholson, Stephanie Thelen

The 11/3/16 Meeting Notes were approved as stated. The 12/1/16 Meeting Agenda was approved with one addition: Trusted Advisor Grant

Inclusion Activity – Parent Café Question

Today’s Parent Café Question comes from the Five Protective Factors Concrete Support in Times of Need “*What makes a service provider really, really good?*” This question will again be used at the December GSC Meeting. The following responses were generated from today’s question:

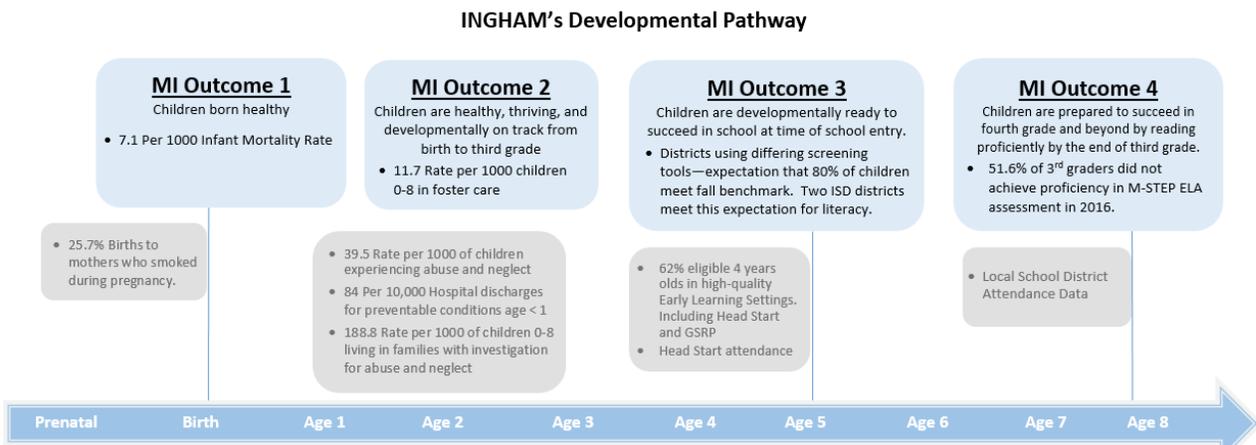
- Communication is key; appreciate the opportunity to talk with child’s teacher to remain informed;
- It is important to like families and kids; be excited about development; have knowledge and focus on strengths;
- Be able to respond to individual families/children;
- Be empathetic and an active listener.

Family Engagement

- **Parent Cafes and Family Coalition**
 - Jessica and MC Rothhorn co-facilitated a Parent Café at LCC CCAMPIS on 11/14/16. Approximately 20 parents rotated in and out of the Parent Café over a 2-hour period. The reoccurring themes that families identified as strengths were Concrete Support in Times of Need (financial support for child care and help navigating class schedules), and the Knowledge of Child Development and Parenting (ASQ, development milestones). A need/gap identified resources for learning for children with special needs. There is another Parent Café scheduled at CCAMPIS in May, 2017.
 - Jessica presented Parent Cafés/Strengthening Families at the Head Start Family Advocate Meeting on 11/30/16. Some attendees had previous experience with Parent Café questions at PALS meetings. Jessica plans to host additional Cafés at future PALS meetings using the Concrete Supports In Times of Need topic.
 - Jessica has had additional opportunities to present Parent Cafés/Family Engagement at the Families Learning Summit in Detroit in October, and with DHHS foster care parents. A future opportunity for Parent Cafés is with the foster care support group that Brenda Martinez facilitates.
 - The next Family Coalition Meeting is being planned for early January at the Spartan Child Development Center. This might offer an opportunity to do Fast Five surveys for strategic planning.

FY17 GSC Strategic Planning

- **Developmental Pathway Visual** – At the November GSC Meeting, members began developing Ingham’s Developmental Pathway using the prioritized indicators, which was reviewed at today’s meeting.



Comments/questions that arose regarding the Developmental Pathway:

- How long does an investigation for child abuse and neglect stay in the system? Chris Blood (CPS) and Christina Redmond (foster care with DHHS) may attend the December GSC Meeting to answer questions and review the data.
- Discussion occurred regarding additional indicators. Attendance data, both from Head Start and local school districts is available, and not yet included in the Developmental Pathway. ISD data specialists are working on obtaining fall benchmark data for literacy, potentially using the indicator of phonological awareness, common with all three screening tools used. Michelle shared she had heard Michigan is the worst state in the Country for third-grade reading proficiency for blacks, and second worst in reading proficiency for whites.

- **Inequity Table** – There was desegregated data for three indicators included on the table.

Inequity Synthesis Table Template

Use this template to summarize the inequities across prioritized outcomes targeted by your efforts. Type the prioritized indicator in the appropriate box. Color-code the cells under each demographic category according to the key at the bottom of the page.

	Race/Ethnicity						Income (100% FPL and Below)	Income (100-250% FPL)
	African American	Hispanic	Asian	American Indian	Other race	White		
Outcome 1:								
Infant Mortality Rate (per 1000)-2014 – Ingham rate 7.1 State rate 6.9	9.8 (better than state Black rate of 13.2)	9.7				6.3	8.5 (2013)	7.3 (2013)
% of births to women who smoking during pregnancy-2013	29.1%	21.7%	6.6%	Ss	20.1%	29.0%	39.4%	17.2%
Outcome 4:								
% of 3 rd graders achieving reading proficiency MEAP 2014 Ingham 64.7% State 63.6%	44.6%	58.2%				71.9%	51.8%	78.5%

- Other indicators that could possibly be included in the table are attendance data, abuse and neglect data, positive screen for drug exposure at birth. A data request form is available through Ingham County Health Department to request additional data. Lewis Wooster plans to attend the December GSC Meeting, and could possibly aid with data geo mapping.

- **Data for Outcome 3 and 4** – The ISD data specialist is working on obtaining additional data.
- **Service Continuum** – The next step in developing the Developmental Pathway is creating a service continuum. Operations worked on adding services to the continuum, and GSC members will review and add additional services as appropriate the December GSC Meeting. Operations members will work on getting “reach” data for the following services:
 - Michelle will follow up with LLG for home visiting information and get GPGS home visiting numbers.
 - Lucy will obtain Early Head Start numbers and 3-year old Head Start numbers.
 - Fran will obtain information on PIP and PYC, and follow up with Capital Area Literacy Coalition regarding the number of children ages 0-8 served.
 - Corrie suggested obtaining information regarding tuition-based children within the Application system.
 - Corrie will follow up with Barb Monroe regarding the capacity of the number of children served in licensed childcare, specifically infant/toddler programs.
 - Corrie will obtain number of children being served in priority schools with Lansing School District.
 - Wendy will follow up with Thais regarding the number of children who participate in CADL summer reading programs.
 - If Emily Stevens, of Lansing Parks and Rec, attends December meeting, check on any literacy-focused programs or services.

Plan 12/14/16 GSC Meeting Agenda

- Location – Grace United Methodist Church, 1900 Boston Blvd, Lansing (corner of Mt. Hope /Boston Blvd.)
- Inclusion activity – Parent café question
- Service Continuum for Developmental Pathway
 - Additional data indicators and service continuum review for Development Pathway in Outcome groups.
- Target Groups – Use Target Group Summary Table from November GSC meeting with possible following questions:
 - Do the current Strategic Plan activities align with prioritized indicators? Which ones and where?
 - If activities are *not* aligned, do we continue to work on them for the current Strategic Plan?
 - If system characteristic has not been addressed, why not?
- Evaluation activity
- Chair: Lucy; Timekeeper: Fran

Operations Committee meeting day and time

- To allow for more meeting participation, it was suggested and approved that Operations meet the 2nd Thursday of the month, rather than 1st Thursday of the month, beginning January, 2017, from 2:30-5:00 p.m. Note: The February and May meetings would be held the 1st Thursday of the month. A schedule of Operations meeting dates and times will be emailed to members.

Trusted Advisors Grant – Race to the Top has announced a “Trusted Advisors” grant, to improve local connections with families most in need, will be forthcoming. The grant could support individuals who have relationships with families in the community to outreach about services, importance of early childhood development, and finding quality child care and preschool. Awards range from \$5,000-\$60,000, dependent upon on the needs and design proposed. Ingham GSC is interested, and will wait to see what is involved in application process. Possible Trusted Advisors could be found through Head Start, Stepping Up Together, and with the refugee population.

Review next meeting dates and times:

GSC meetings: 12/14/16 from 1:00 – 3:30 pm at Grace United Methodist Church
1/18/17 from 1:00 – 3:30 pm at Grace United Methodist Church

Operations Committee meetings: 1/12/17 from 2:30 – 5:00 pm at Harley Franks
2/2/17 from 2:30 – 5:00 pm at Harley Franks

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*Visit the Ingham GSC website at <http://www.InghamGreatStart.org>
for Agendas, Minutes, Meeting Calendars, the Ingham Children's Action Agenda and more.
Check out our Facebook Page at <http://www.facebook.com/InghamGreatStart>*