

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

**Present:** Effie Alofoje-Carr, Jessica Carter, Wendy Boyce, Corrie Mervyn, Barb Monroe, Michelle Nicholson, MC Rothhorn, Stephanie Thelen

1. The 6/2/16 Operations Committee Meeting Agenda and 5/5/16 Operations Committee Meeting Notes were approved as stated.

**2. Inclusion Activity – Parent Café question from Strengthening Families Framework**

The Inclusion Activity for today, which will also be used the June 8, 2016 GSC Meeting, was a Parent Café question. This Activity will be similar to a discussion that might take place at an actual Parent Café. Jessica shared Parent Café cards that include questions around the five protective factors that make a family strong. Operations members used the "popcorn" method to generate responses to the question *"How do we parent so our children become productive, contributing, positive members of society?"* (See responses below.)

- Talking/explaining to child (age appropriate)
- Making choices—allowing child to make
- Giving the child age-appropriate responsibilities (i.e., picking up trash, etc.)
- Helping the child feel included
- Helping the child see the parent pour milk, make mistakes, etc.

The Inclusion Activity will be done separately within Target Groups, and general comments will be shared with all meeting members. It was suggested post-it-notes be used to write/post comments, which would provide opportunity for all members to be included.

Barb Monroe asked if Jessica or Effie were interested in training Central Resource Center staff on Parent Cafés. Early Head Start Child Care Partners could possibly be another group to be trained in Parent Cafés. Further discussion will take place in August.

**3. Family Engagement**

**a. Back to School Health Fair - Mobile Learning Adventure through PNC Bank** – The question remains how to engage parents and partners for this event—as well as future events. It was suggested organizations partner to allow for better staffing at events. A concern was raised about unattended tables at previous Back to School Health Fairs, and the difficulty for families to ask questions and connect to services if organizations are not present. Creating talking points, with more information about materials in the outreach tub, may help GSC partners be better prepared to staff the GSC/Early Childhood outreach table. It was also suggested to set up a mock outreach table at the June GSC Meeting for members to gain a better understanding of information available during events.

Lansing GSRP, Strong Start | Healthy Start home visitors, and a GSRP Early Childhood Specialist are partnering with [www.inghampreschool.org](http://www.inghampreschool.org) to work the Early Childhood Outreach table for "Be a Tourist in Your Own Town," scheduled for Saturday, June 4, 2016.

**b. Other outreach opportunities**

- Jessica attended Letts Community Center.
- Potter Park Zoo Days are scheduled for July 5-6, 2016.
- Discussion continues regarding the focus of the Family Coalition (i.e., Who are we, and what do we do?)  
Goals of the Family Coalition continue to be intentional about how to get families involved with the Family Coalition and obtain family stories. Parents continue to work on developing their story.
  - Michelle suggested collecting stories to share at GSRP Local Advisory or Data Meetings to answer the question of why a family would come to the meetings and the benefits of being involved.
  - Often families are best at engaging other families. One struggle is families are generally a part of GSRP for one year; so the question remains on how to keep families involved as they transition into elementary school. GSRP could identify engaged parents who could possibly transition to the Family Coalition and also become involved at the elementary level. Also, families who transition out of home visiting services could attend Parent Cafes to stay involved. "Seasoned" families could be a resource for new families.

#### 4. **32p Updates - Application for Additional Home Visiting Funds**

Through 32p legislation, GSCs (through their local ISDs) have an opportunity to apply for additional home visiting funds in the amount of \$2.5M statewide through a competitive process. Ten to fifty grants in the amount of \$50,000-\$250,000 are anticipated to be awarded. As the LLG is completing the Exploration and Planning Tool (a lengthy process of reviewing community assets, data, risk factors, existing home visiting programs, etc.), Parents As Teachers (PAT) is the model identified to best meet the needs of our community for additional home visiting. PAT has no income restriction or age eligibility criteria for enrollment, and can continue until a child reaches kindergarten. Data that supports PAT being the best fit for our community include:

- 1532 applications submitted for 3 year olds at [www.inghampreschool.org](http://www.inghampreschool.org) – 954 were not connected to preschool
- most existing home visiting programs target Lansing addresses
- most existing home visiting programs require prenatal or newborn enrollment
- most existing home visiting programs have income criteria of Medicaid eligible to be enrolled

Receiving the additional home visiting funds would allow the current Great Parents Great Start to expand to serve a greater number of families not eligible for other home visiting services. The completion of the Exploration and Planning Tool has been underway for several weeks, and that, along with other steps in the Application process, are due June 16, 2016. Operations members suggested adding the additional home visiting funds to the GSC meeting agenda to keep members informed throughout the Application process.

#### 5. **Debrief on 5/11/16 GSC meeting**

##### a. **Recap focus from Quality and Gaps Target Groups**

b. **Spotlight at beginning of meeting** – Members supported continuing the Spotlight at the beginning of the GSC Meeting. Target Group work was more focused on the Spotlight presentation, in part, due to the timing of the Spotlight.

#### 6. **Plan 6/8/16 GSC Meeting Agenda**

- Location – Grace United Methodist Church, 1900 Boston Blvd, Lansing (corner of Mt. Hope /Boston Blvd.)
- Inclusion activity – Parent café question
- Spotlight – CCAMPIS and The Legacy Center, Robin Pizzo
- Target Groups – Connection and Voice - What are guiding questions for Target Group Work? What things should we be mindful of in relation to the Spotlight?
- Consistent facilitator and facilitation techniques – Suggestion: include a list of items to be covered available for facilitators
- Responsibility - Approval of Annual Early On Report and Application
- Evaluation activity – Obtain member perspective on that particular GSC meeting. Add question – What can I/my organization offer to the GSC?
- Co-Chairs: **Barb Monroe and Effie Alofoje-Carr** Timekeeper: **MC Rothhorn**

#### 7. **Updates**

- **School Readiness Advisory Committee** - Members met on May 24, 2016 and discussed collecting information on how School Readiness Packets were used, how they were distributed, and to whom. This information gathered will help guide the Committee in distributing packets next year. Barb reported Central Resource Center staff took the packets to home childcare providers, who then shared with families. Thais brought examples of early learning calendars from other county libraries to the meeting, and members divided into teams to review activities from those calendars to include on an Ingham Early Learning Calendar. CADL plans to provide funding for half of the cost for producing the calendar and solicit funds from other sources for the other half of funding. Teams will meet to review activities prior to July 7, 2016, with the goal of finalizing the Early Learning Calendar for distribution in the fall.
- In lieu of the July GSC Meeting, Orientations are scheduled for July 13, 2016. A save-the-date flyer will be shared at the June 8 GSC Meeting.
- Ingham ISD staff is moving from the TEC Building to the Capital Area Career Center June 10 through August 23, 2016. Note: Phone and computer service may be interrupted during the actual move dates.

## 8. Evaluation Activity

A quality quadrant was shared with Operations members for review to use at GSC meetings to get feedback. The Quality Quadrant could also be used at Operations meetings as well.

- What squared for me?
- What is still circling?
- What was a highlight?
- What ideas do you have about how we can work together more as an Operations Committee?

### **Review next meeting dates and times:**

GSC meetings: 6/8/16 from 1:00 – 3:00 pm at Grace United Methodist Church

7/13/16 – GSC Orientations – two possible times – 8:30 am and 6:00 pm

Operations Committee meetings: 7/28/16 from 2:00 – 4:00 pm at Harley Franks

9/1/16 from 2:00 – 4:00 pm at Harley Franks

## **ADJOURN**

*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>*