

**Ingham Great Start Collaborative  
Operations Committee Meeting Notes  
Thursday, March 8, 2018 – 11:30 am – 1:30 pm  
Harley Franks Early Childhood Center, 2924 Newark Avenue, Lansing**

**ATTENDANCE:** Jessica Baker, Wendy Boyce, Effie Alofoje-Carr, Fran Jozefowicz, Michelle Nicholson

1. The 3/8/18 Operations Committee Meeting Agenda and the 2/8/18 Operations Committee Meeting Notes were approved as is.
2. **Inclusion Activity** – Instead of the Parent Café question, discussion occurred regarding Kindergarten Round Up and families' experiences.
3. **Family Engagement**
  - **Parent Cafes** - Kae facilitated a parent café in Williamston on February 28 with 4 parents, a parent café was scheduled for March in Dansville, but will need to be rescheduled. A parent café is being planned for Shared Pregnancy later in April. Jessica plans to post parent café questions on large post-it-notes at the April 22 Baby Fair.
  - **Strengthening Families Assessment** – Part I occurred on February 15, with questions focused on the Resiliency Protective Factor; while Part II is schedule for March 15, with questions focused on the other four Protective Factors. The Assessment is scheduled at Lett's Community Center with childcare reimbursement provided. During the Assessment, parents rated statements regarding the Family Coalition's work on a scale from 1-5. Differences in ratings were discussed. A goal of the Assessment is to support the Family Coalition in developing parent-led strategies for the GSC work plan.
4. **Debrief from February GSC Meeting**
  - **Update on Outcome 1 survey** – Strong Start, Healthy Start hosted a diaper program on March 1. Approximately 25 parents, including 3 dads and 6 babies, attended and filled out the survey Outcome 1 developed. During the program, attendees broke into three groups to discuss the survey questions, which included how families found a doctor (word of mouth was a common answer) and when moms started accessing prenatal health care (8 weeks – 5 months). The group discussions will be summarized and shared with Outcome 1. These questions may also be posted on word walls at community health centers, and may be asked with parents at Shared Pregnancy. Jessica will also get survey to Michelle so that it can be shared with Early On and GPGS staff to ask at home visits as appropriate.
  - **Mini Orientation** went well and will be offered at the March GSC meeting using a similar format. Fran may have a new CMH representative attend the March GSC meeting, attend the mini orientation, and participate in the Outcome 2 group.
  - **Follow up with members who committed to taking actions** – The act of recording actions on the half sheet and having members take the sheet with them was helpful. Operations members agreed to continue this process at the March GSC meeting, using a *different* colored paper. Outcome group facilitators will follow up with people who made commitments a couple of weeks prior to the next GSC meeting. If Stephanie types up the Outcome group notes after the GSC meeting and sends them out to facilitators at the end of that week or beginning of next, facilitators could follow up with members in this fashion. Wendy will follow up with Corrie to do follow up on Outcome 4 actions.
5. **Plan 3/21/18 GSC Meeting Agenda** –
  - **Inclusion activity – Parent café question**
    - March Spotlight – Great Start to Quality Spotlight will be postponed until a future date. A timely Spotlight for the March GSC meeting is Medicaid enrollment. Two health liaisons are working at DHHS to serve staff and gather health resources for improved health outcomes for all children in foster care. Fran said she would try to find out who the Ingham Health Liaison for Medicaid is and forward to Wendy or Michelle for contact to inquire about being March GSC Spotlight. MIBridges has recently been updated with Medicaid enrollment that has reduced redundancy and provides more real time feedback – applicants can see where the enrollment is in the process and can take pictures of documents to upload into their folder. Medicaid enrollment now also includes a connection to 211 for resources.

- Outcome group possible questions – gather feedback on using green half sheet – do members still have it and did they refer to it?
  - How does Spotlight align with Outcome group’s activities?
  - Report on the actions you committed to take at last meeting.
  - What progress has happened since February GSC meeting?
  - Record new actions you are committing to work on between now and the April GSC meeting on your half sheet.
- Facilitation of Outcome groups –
  - Outcome 1 – Jessica and Michelle
  - Outcome 2 – Lucy and Fran
  - Outcome 3 – Effie and Wendy
  - Outcome 4 – Corrie and Laurie
- Updates and Evaluation activity – Effie will bring “Hindsight is 20/20” and lead that part of the meeting.
- Chair: Jessica/Effie Timekeeper: Fran

## **6. Operations Committee Updates**

- CMH on Jolly is planning to have renovations done by August. Currently the Parent Young Child Program has openings for eligible children.
- ICHD is going through renovations with the goal of being done by May 31, 2018. Renovations include a centralized waiting room.

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

GSC meetings: 3/21/18 from 1:00 – 3:30 pm at Grace United Methodist Church  
 4/18/18 from 1:00 – 3:30 pm at Grace United Methodist Church

Operations Committee meetings: 4/12/18 from 2:30 – 4:30 pm at Harley Franks  
 5/10/18 from 2:30 – 4:30 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>*