

**Ingham Great Start Collaborative
Operations Committee Meeting Notes
Thursday, April 12, 2018, 2:30 – 4:30 pm
Harley Franks Early Childhood Center, 2924 Newark Avenue, Lansing**

ATTENDANCE: Jessica Baker, Wendy Boyce, Fran Jozefowicz, Lucy McClintic, Michelle Nicholson, Stephanie Thelen, Regina Traylor

1. The 3/8/18 Operations Committee Meeting Notes were approved as stated. There was one addition to the 4/12/18 Operations Committee Meeting Agenda: Evaluation feedback reports from January.

2. Inclusion Activity

Three separate inclusion activity questions were given to Operations members. Members shared responses with the group:

1. *“Are you named after anyone, or do you know the reason why your parents gave you the name that they did?”* (Social and Emotional Competency)
 - Jessica was named after both of her grandparents;
 - Stephanie was not named after anyone.
2. *“If you could choose your age forever, what age would you choose and why?”* (Social Connections)
 - Regina chose age 27 because it was a fun time in her life;
 - Lucy chose age 21 because she was married and began her teaching career at age 21;
 - Wendy chose mid 20s—her children were young, and it was a busy but fun time in life.
3. *“If your life was a movie that had soundtrack music, what song would be playing now?”* (Parental resiliency – Social Connections-Social and emotional Competency of Children-Knowledge of Parenting and Child Development-Concrete Support in Times of Needs)
 - Fran chose the soundtrack “Footloose” because of the sun and warm weather outside today;
 - Wendy chose the soundtrack “Maniac” for Michelle for obvious reasons. 😊

3. Family Engagement

- **Parent Cafes** – There was a good turnout for both recent Parent Cafés held at Williamston and Dansville schools. Information was shared about the Family Coalition and services. A modified Parent Café is scheduled for the April 22 Baby Fair as a way to engage families in talking about the five Protective Factors.
- **Family Coalition** – The first part of the Family Assessment was held in place of the February Family Coalition Meeting. The March Family Coalition meeting was cancelled due to low expected attendance. The April Family Coalition meeting is scheduled for April 26, 6:00-8:00pm at the Family Growth Center.
- **Strengthening Families Assessment** – The Family Coalition participated in the Strengthening Families Assessment. Part one was held on February 22, and part two was held on March 15. Six parents—including Jessica Baker and Effie Alofoje-Carr—participated, and an ECIC staff member facilitated the Assessment through focused questions. The notes will be compiled and a meeting will be scheduled with participants to discuss strengths and/or areas of growth to work on going forward.

4. Debrief from March GSC Meeting

- **Mini Orientation** – The mini orientations were implemented during the February and March GSC meetings. New GSC attendees met with GSC staff for a 15-minute overview of the work of the GSC. This new format worked well with one new attendee; however, did not allow an adequate amount of time with three new attendees because of questions, etc. The suggestion going forward is to schedule a mini orientation meeting 15 minutes prior to the GSC meeting, and add the invitation to the GSC meeting reminder. This would allow new members to be present for the Spotlight, which is a draw for participants. Lucy suggested it would be helpful for “stand in” attendees to also attend a mini orientation.
- **MI Bridges Spotlight** – Karen Batterham and Stacia Cramer (from DHHS) presented the “new” MI Bridges Application at the March GSC meeting. Feedback at Operations regarding this presentation included:

- How is this new system being rolled out?
- How do people find out about the new Application?
- How many people from an organization can become Navigators?
- How does an organization become a partner—what does it mean to become a partner?

Wendy will follow up regarding these questions. There was also feedback and questions regarding the resources on the new MI Bridges site and if they connect with either the regional 211 or the Michigan 211. Information between the two is not always consistent, thus presenting challenges.

- **Hindsight is 20/20 Feedback** – The new meeting evaluation tool, Hindsight is 20/20, worked well for the March GSC meeting, as the participation rate was 66%. Feedback included concern about the noise level during Outcome work time and the share-out. Suggestions by Operations members included having one (or more) groups go to a separate room during Outcome group work time; closing the dividers; and switching the Outcome groups to different locations within the meeting space. Positive feedback included comments about the Spotlight, the take-home action sheets; the visual timer to help keep groups on task, etc. The consensus of Operations is to keep this evaluation tool in place “until it gets old.”

Evaluation Results - Fran has participated on the GSC Evaluation Advisory Team. The GSC evaluation results will be available in early May, with a webinar scheduled on May 18 for discussion and questions. GSCs/GSPCs will receive a packet/local report summarizing evaluation feedback. The report will show strengths and areas of growth for all GSCs and will show local data as well. Guidance provided was that statewide information is not a benchmark or a goal to be met by individual GSCs.

5. Plan 4/18/18 GSC Meeting Agenda

- **Inclusion Activity** – Parent café question
- **April Spotlight** – Jared Keilen, from DHHS, will discuss the primary role of the Health Liaison Office in promoting and providing direction for improved health outcomes for all children in foster care.
- **Outcome Group Questions**
 - How does Spotlight and Kids Count data align with Outcome group’s activities?
 - Report on the actions you committed to take at the March GSC meeting.
 - What other progress has happened since the March GSC meeting?
 - Record new actions you are committing to work on between now and the May GSC meeting on your half sheet (also record on flip chart paper). HOT PINK
 - Outcome group notes – add members of the group to the top of the notes
- **Facilitation of Outcome Groups**
 - Outcome 1 – Jessica and Michelle
 - Outcome 2 – Lucy and Fran (Kathy Vogel)
 - Outcome 3 – Effie and Wendy
 - Outcome 4 – Corrie and Laurie
- **Updates and Evaluation Activity** – Continue to use the Hindsight is 20/20 evaluation tool.
- **Chair:** Lucy McClintic **Timekeeper:** Regina Traylor

6. Upcoming Meetings

Due to other scheduled meetings, some at the state level, various dates/times of Operations and GSC meetings are scheduled/rescheduled as follows:

Operations Committee

- May - 5/11/18 @ 1:30-3:30pm, Harley Franks (**notice meeting is scheduled for Friday**)
- Jun - 6/7/18 @ 2:30-4:30pm, Harley Franks
- July – no meeting
- Aug - 7/26/18 @ 2:30-4:30pm, **Holiday Office Park (new Harley Franks location)**

GSC

- May - 5/16/18 @ 1:00-3:30pm, Grace Church
- Jun - 6/13/18 @ 1:00-3:30pm, Grace Church
- July – no meeting
- Aug - 8/8/18 @ 1:00-3:30pm, Grace Church

Updates

- Kids Count data was shared and is scheduled to be released on April 17. Michelle, Regina, and Lucy were contacted by WKAR regarding an interview to discuss Kids Count. Operations members reviewed the data and noted indicators that had gotten worse and those that have improved. The Kids Count data will be shared at the April GSC meeting and discussed in Outcome groups.
- A reminder that children are eligible for WIC up to age 5; income eligibility guidelines are less restrictive than other Ingham County Health Department (ICHHD) programs; the wait times for families have improved significantly; and now immunizations are given at the WIC appointment by the on-staff nurse (rather than families walking across the hall to the immunization clinic). Certified lactation consultants are also available. The referral form for home visiting through ICHHD has been updated to include a response option (to respond to referring person/agency).

ADJOURN

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