

**Family-to-Family Health Information and Education Center
Collaborative Workgroup Meeting Minutes
September 12, 2007**

Members Present: Frances Spring (CAUSE), Janice Bach (MDCH Genetics), Terri Henrizi (ACMH), Mary Marin (F2FHIEC Project Director), and Lisa Cook-Gordon (F2FHIEC Project Manager).

Via Conference Call: Alicia Elster (New Center Community Mental Health) and Elizabeth Ritchie, Michigan Department of Community Health-Office of Health Preparedness).

Welcome/Introductions:

Members provided brief updates.

- The Genetics Program is disseminating toolkits to pediatric offices, Early On Coordinators, CSHCS Coordinators, and other professionals working with families of young children with genetic disorders. 2500 kits will be distributed in the next 1-2 years. Janice is the co-director of a new 5 year grant assuring genetic expertise for families in the context of a medical home. Michigan participates in a 7 state regional collaborative with MPHI for the grant.
- Project Resilience held a training this week for 10 participants. To date 44 individuals have participated in 5 sessions.
- CAUSE has 2 new staff persons who serve as information and referral specialists in Grand Rapids and St. Ignace (where the Eastern Upper Peninsula office has been reopened) and new website located at: <http://www.causeonline.org/>.
- ACMH just conducted parent leadership training for its advocates. Staff is planning the ACMH annual conference for October 15 – 16, 2007 at the Kellogg Center in Lansing. Persons interested in attending the conference can call (888) 226-4543.
- The Family Center for Children and Youth with Special Health Care Needs is planning its bi-annual “Relatively Speaking” Conference to take place in Grand Rapids on October 6 – 7, 2007. A free one-day “Sibshop” will be offered on Friday October 5 for anyone who would like to learn how to run a sibshop. Interested persons can call (800) 359-3722 for more information.
- The 2007 -08 training schedule has been developed. It will disseminated to over 31,000 families enrolled in CSHCS and 500 professionals working in local ISD’s, DHS offices, health departments, community mental health agencies, centers for independent living, ARC’s, tribal communities, ACC and ACCESS programs. Schedules can be downloaded from the website: www.bridges4kids.org/f2f. F2FHIEC has collaborated with Western Michigan University to offer SB-CEU’s to teachers, school administrators and school psychologists attending training sessions. Staff is exploring offering credits to social workers, nurses and physicians and seeking a partnership with entities willing to sponsor offering CEU’s to these professionals. Anyone knowing of such an organization is asked to contact Lisa Cook-Gordon via phone: (313) 456-4387 or email cook-gordonl@michigan.gov.
- Beginning October 1, 2007 CSHCS will be sponsoring scholarships for youth ages 18 -26 to attend conferences. Youth do not have to be enrolled in the CSHCS

program they just have to have a condition that would make them eligible. The conferences **do not have** to be related to the youth's diagnosis. Scholarships can pay for registration, mileage and other reasonable travel expenses as well as sponsor a youth to attend with a parent or aide.

Follow-up from Minutes

Training Schedule: The FY 2007 – 08 training schedule

Next Steps: Develop and distribute training brochure.

Evaluation: Pre and post training questionnaires, Family Phone Line follow-up surveys, and website surveys collected to date have all been shared with Esther Ogana the evaluator. Activity reports covering the following timeframes were shared with workgroup members:

- October 1, 2005 to June 30, 2007
- October 1, 2006 to June 30, 2007

Next Steps: The reports will be available on the F2FHIEC Website.

Database: The BPCT database tracked 110 families contacting the Family Phone Line between October 1, 2006 and June 30, 2007 to obtain information, education and/or support from F2FHIEC. Staff continues to explore possibilities of integrating key sets from the Family Voices Database with BPCT to better evaluate outcomes and satisfaction with Michigan F2FHIEC activities.

Next Steps: Continue to explore the integration of BPCT and Family Voices databases.

Training Module Development: Participants of the F2FHIEC Health Resource Parent Trainings will be brought together to experience the Medical Home Module used for physician training on September 15 in Lansing and September 22 in Escanaba. They will share ideas of how the module can be utilized for family trainings.

Next Steps: Conduct meetings and adapt medical home module for family trainings.

Information Development: The Public Awareness Committee met on August 29, 2007. Recommendations were made to develop an F2FHIEC brochure and display board.

Strategies were developed for outreach. Minutes from the meeting were shared with members listing recommendations and strategies. Members suggested writing an article and releasing it through TJ Bucholtz (DCH) to newspapers using the development of the Free and Low Cost Public Health Insurance Programs Booklet as a highlight. A printer friendly version of the Free and Low Cost Public Health Insurance Programs Booklet is now available on the website. The booklet has been well received. There will be a need to reprint this booklet as well as reprinting the Being Prepared for Emergencies Booklet but funds are limited. Any member knowing of resources or an entity to sponsor the cost of printing is asked to contact Lisa. Minutes for the PAC meeting were amended to include a reference to Link with the Homeless Initiative-“coordinators are located in ISD’s”.

Next Steps: Develop F2FHIEC brochure and display board. Write public awareness article for dissemination. Submit applications to display at MALPH and other conferences. Explore funding for reprinting materials.

Lending Library: Staff is in the process of developing an on-line resource listing.

Next Steps: Make lending library listing available on the website.

On-Line Training Modules: The Medical Home module presented to physicians will be recorded using Breeze software on September 15, 2007 and placed on the website.

Next Steps: Adapt Education Module to be an on-line training module so all on-site training modules are on-line modules.

Website Development: There have been a total of 22,725 hits since its inception. Monthly statistics are included on the website report section.

Next Steps: It was suggested that a link be added for the Youth Scholarship which includes criteria for eligibility. Mary will forward information to members with minutes.

Grant Application: Proposed objectives and activities were shared with members. Discussion occurred regarding focus areas. The needs to emphasis work with faith based organizations and emphasis potential impact of Project Resilience to the project and state were identified.

Next Steps: Gather additional comments from members. Anyone having ideas for the proposal should contact Lisa.

Next Workgroup Meeting: December 12, 2007 from 1:00 p.m. – 3:00 p.m. at the Arc Michigan.

*Due to the holidays the meeting was later scheduled for January 23, 2008.