

**Family-to-Family Health Information and Education Center
Collaborative Workgroup Meeting Minutes
June 12, 2006**

Members Present: Liz Ritchie (MDCH/OPHP), Kelly Orginski (Family Information Exchange), Christy Callahan (Early On Training & Technical Assistance), Mary Surmeyer (CAUSE), Frances Spring (CAUSE), Kathy Stiffler (MDCH/CSHCS), Sherri Falvay (MDCH/Children's Mental Health), Gina Tremonti (MDCH/CSHCS), Jodi Spicer (MSU Extension), Terri Henrizi (ACMH), Ruth Goordhouse (Inter-tribal Council of Michigan), Janice Bach (MDCH Genetics), and Lisa Cook-Gordon (PPP/F2F HIEC Project Manager).

Via Conference Call: Kay Molar (Project Perform) and Alicia Elster (New Center Community Mental Health).

Welcome/Introductions:

The minutes from the February 27, 2006 meeting were amended to reflect the accurate number of local community mental health agencies (47) and health departments (45) that will receive the Emergency Preparedness Booklet for Families of Children with Special Needs before being approved.

Follow-up from Minutes

Evaluation: With assistance from workgroup members two entities at Michigan State University have been identified as possible project evaluators: The Institute for Children, Youth and Families and Cooperative Extension.

Next Steps: Project staff will meet with entities later this month to determine who will do actual evaluation.

Database: PPP staff will receive training on how to operate the BPCT next week.

Member suggestions for additional referral fields have been shared with the trainer/programmer.

Next Steps: Referral fields will be incorporated by the end of the fiscal year.

Training Module Development: Modules identified at the last meeting for the New Center Training will not be used since the training series has been changed from statewide psycho education training to a Wayne County specific training called "Project Resilience." Project Resilience is a drugs, gangs, violence prevention and mental health resiliency program designed to produce resilient youth. The program equips youth with the skills, knowledge, and self-esteem they need to make responsible decision. In addition, it explores ways to give parents/caregivers, teachers, and others working with children the tools they need to become their primary prevention partners. Project Resilience focuses on positive traits and protective factors necessary for children to become healthy and productive adults regardless of where they come from and what they have been exposed to within the family, neighborhood, school, and community at large. Training activities and dates are being planned.

Modules for the Health Resource Support Parent Training (HRSPT) have been developed. Sample HRSPT booklets were shared at the meeting. Members signed up to

receive copies. A suggestion was made to include other training series modules in the booklet so support parents would have information available i.e. “How to Access Mental Health Services for Your Child Using Public or Private Health Care Coverage” and “Will Your Teen be Ready for Adult Life? Members discussed also adding the CAUSE module (presented as part of the Health/Education Training Series) which discusses and special education laws and rules, and IFSP and IEP Processes. ACMH and CAUSE members discussed the need to adapt modules for the booklet.

Janice Bach’s staff has developed the “Coordinating Care in a Medical Home” module. A meeting is scheduled for June 24, 2006 with Drs. Tisa Johnson and Wendy Burdo-Hartman to review and plan the medical home trainings. The “Using an Electronic Care Plan” module still needs to be developed. Development of this module will be discussed at the meeting.

Next Steps: ACMH and CAUSE will make module adaptation for the HRSPT. The Medical Home Training Module will be revised and finalized and the Care Plan Module will be developed. New Center training activities and dates will be finalized.

Trainings: Three training series have been offered:

1. Health/Education
2. Health Resource Support Parent Training (HRSPT)
3. “How to Access Mental Health Services for Your Child Using Public or Private Health Care Coverage and “Will Your Teen be Ready for Adult Life?”

Health/Education trainings were offered in 6 locations throughout the state. Thirty-nine family members and professionals participated. HRSPT occurred in three sites with thirty-one support persons participating. A fourth training will be held in Marquette on July 29, 2006. One “How to Access Mental Health Services for Your Child Using Public or Private Health Care Coverage” and “Will Your Teen be Ready for Adult Life” training was held three more are scheduled for FY 2006. Fifty people attended.

FY 2007 training schedule is being coordinated. Goal is to have completed for dissemination by August 1, 2006.

Next Steps: Finalize and distribute the 2007 training schedule.

Information Development: Sample brochures and project logos from other states have been researched and shared with Jackie Igafo-Te'o (contracted to develop logo and website). Jackie has developed Michigan’s logo. A copy was shared at the meeting. A project brochure still needs to be developed.

Plans are underway to develop a Watch Me Grow Page on Public Health Insurance Options i.e. MiChild and Healthy Kids. Currently there is a Mi Child Page. Members suggested having a page that contained information on both health options as well as having a page on the F2FHIEC. Development is also occurring on the Physicians Health Insurance Options Pocket Card. The guide will be modeled after the Early On Physician’s Pocket Guide and will include information on MiChild, Healthy Kids and Members suggested also including Dental Coverage and Mental Health Services on the card.

Members discussed establishing a public awareness group to develop the brochure and a public awareness plan for distributing project materials. Jodi Spicer and Kelly Orginski volunteered to participate in the group.

Next Steps: Schedule public awareness meeting. Develop project brochure and dissemination plan. Coordinate development of Physicians Card and Watch Me Grow Page with Medicaid Representative.

Emergency Preparedness Information: The Emergency Preparedness Booklet for Families of Children with Special Needs (modeled after Massachusetts booklet) is in MDCH Publications. We are awaiting an electronic draft to share with workgroup members. Members discussed methods to distribute booklet to local health, mental health, education, and human service agencies. Christy was going to inquire regarding distribution for local educational agencies. Sherri said that MDCH-Children's Mental Health will provide mailing labels and F2FHIEC could distribute. Kathy said the same could be done with local health departments.

The workgroup has successfully distributed over 200,000 copies of The Michigan State Police (MSP) "Family Preparedness Guide for Families" (information for the general public related to emergency preparedness). MSP will be going to reprint since our effort successfully depleted its supply. PPP does have a small supply available for families, local health professionals, and workgroup members.

MSU has developed five emergency preparedness articles that are accessible on its website.

Next Steps: Project staff will disseminate Emergency Preparedness Booklet for CSN for comments when becomes available and check with Teresa Marvin to determine how MDHS wants to distribute its allotment for booklet to local human service agencies. Jodi will forward links to articles for website linkages.

Lending Library: The lending library is updating resource materials list to make available on the website. It will be helpful to include information lists from or linkages to other partner lending libraries.

Next Steps: Partners with lending libraries will provide material lists and/or website linkages.

On-Line Training Modules: Project staff has explored options for placing modules on the web and have determined placing power points presentation on the website to be the most cost effective. Members discussed the need to have more interaction. Suggestions were made to have voice added to the presentations. Breeze is a program that makes it possible to add voice. Apparently MDCH and MSU access Breeze.

Next Steps: Liz Ritchie will explore MDCH use of Breeze and Jodi Spicer will explore MSU use and get information to Lisa.

Website Development: Bridges4Kids has allowed the project to use its server. The website can be reached at Bridges4Kids/f2f. A draft page from the website was shared with members for comments and ideas.

Next Steps: Members review and provide suggestions for website.

Next Workgroup Meeting: September 11, 2006 from 10:00 – 12:00 at the CAUSE Building.