

**BROWARD COUNTY
ONE COMMUNITY PARTNERSHIP
Family Involvement Work Group**

MEETING DATE: February 14, 2007

MEETING TIME: 9:30AM

Members Present: Mary Jane Hampton, Michelle Rodgers, Pattie Carlin, Beverly Wilkinson, Lorraine Stewart, Scott Silverman, Anita Godfrey, and Sue Zimmer.

| AGENDA ITEM | DISCUSSION | ACTION | FOLLOW UP |
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| <p>Item #I Welcome & Introductions</p> | | <p>Mary Jane welcomed all present and asked everyone to share our childhood Valentine memory. The meeting commenced at 9:40 a.m.</p> | |
| <p>Item #II Approval of Minutes</p> | <p>The minutes from the FI meetings held on January 3, 2007 were available to the workgroup for review. January 31 minutes were previously emailed. Due to printer difficulties, the January 17 minutes were not available.</p> | <p>Minutes were provided in new format for easier identification of needed follow-up.</p> | <p>All minutes will be approved at the 2-28-07 meeting.</p> |
| <p>Item #III Sustainability Plan/ Governance Board</p> | <p>Scott Silverman, Acting Project Director, reviewed the work of Julie Radlauer in drafting the sustainability plan, and the workgroup's efforts at the last meeting to update the plan. Beverly provided her input and updates in a separate color for easy identification by the workgroup. Action steps on the dashboard should be broken down into smaller pieces that will become the status section. Families should be all over the System of Care now and down the road. Scott also gave a more detailed explanation of the \$88,000 and how it could be utilized.</p> | | |

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| | <p>Every workgroup is eligible to apply for funds, which can be spent for a 1- time use, except for capital or salary expenses. Michelle asked what the county considered as capital – anything over a certain \$ amount? She stated that some contracts defined it that way. The original deadline for Issue Papers to be considered by the Board has been extended to May 2. However, papers should be ready by the end of March for review by the Budget Subcommittee of the Governance Board. Currently there are no parents on this subcommittee, so parents who are Governance Board members are encouraged to volunteer for this subcommittee. Scott asked Mary Jane if she had requested to be placed on the Executive Committee. She stated she had, but didn't receive a response. He encouraged Mary Jane to pursue it further. Scott and Anita encouraged the FI workgroup to collaborate with the Family Voices organization to submit their Issue Paper for consideration. Scott also stated that Cultural Competency and Social Marketing would be applying for funds. A ranking sheet will be developed to assist the Budget committee in determining the feasibility and worthiness of each groups' proposal.</p> | <p>Scott is to call the county and check on their definition</p> <p>Beverly will contact the 501c3 after their meeting to offer assistance with the issue paper.</p> | <p>Scott will report back to the group.</p> <p>Beverly will assist as needed and report back to the workgroup.</p> |
| <p>Item #IV FI Contract</p> | <p>Anita addressed the group, stating that the contract had been signed, and it would go through the county system. We have been stymied by lack of a contract. It provides for support to the FI workgroup, and we can only</p> | | <p>Scott Silverman to meet with FI on 2/14/07 to review plan.</p> |

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| | <p>perform under the contract. We are trying to negotiate paths that promote families and their issues. Michelle's presence on the MHA Board is a sign of that commitment. The money comes through MHA for Voices until the paper trail is in place. We must maintain the integrity of MHA so all projects don't crash and burn. Anita has suggested names to Jackie for the 501c3. Memorandums of Understanding (MOU's) need to be developed and sent to organizations defining the issues to be supported, along with the services offered. The MOU's could also be used to meet our contracts. FI parents could be assigned to each partner agency. The FI contract doesn't allow for advocacy unless it is documented as part of the Wraparound plan. The FISH support groups need to be trained to be advocates. FL is the 48th state for mental health funding. We need strong family advocates in faces of policy makers every single minute. Mary Jane suggested that more support groups are needed.</p> | <p>Sue made a motion to make a plan for MOU's, which was carried.</p> | <p>Beverly and Lorraine will work together to develop by next meeting to share with group.</p> |
| <p>Item #V Dashboard/ Business Plan</p> | <p>Scott circulated copies of the FI Dashboard, which is supposed to correlate with the Sustainability Plan. It shows that currently, the workgroup is behind in meeting their goals. Mary Jane needs this updated so she can report back to the Governance Board. It needs to be updated to show the current status. Michelle made a motion to fix the document, which Pattie seconded. Anita suggested we do an assessment of what</p> | <p>The expectation is that a blueprint for the FSP is in place so that the plan can be implemented once the \$ becomes available. Scott distributed business cards from contacts made in Atlanta, which may be useful. Beverly copied and distributed these.</p> | <p>Beverly will work on and report back to the group.</p> |

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| | <p>currently exists and what is still needed. Some of this may be included in the updated Children's Strategic Plan for Broward County. The group feels a business plan should be developed once the question "for what" has been answered.</p> | | |
| <p>Item #VI Recruitment</p> | <p>Recruitment issues were discussed throughout the meeting. The group feels this is central to moving forward. The May mental health event will be one place to do this. However, we also need a clearer idea of WHAT we are recruiting for. We have an e-mail list from the Behavioral Health Resource Fair. We plan to send each person a newsletter. The MOU's will help to track partnerships with other agencies and give the 501c3 validity with future funders. It was suggested a flyer for recruitment be developed.</p> <p>Beverly had a research article from SAMHSA included in the packets. This highlighted the results from studying other systems of care sites funded over a 4- year period. The trend indicated difficulty in retaining members in both youth and families in the 5th and 6th years. She emphasized that this simply meant that other sites experienced similar challenges, but there were several successful sites to learn from.</p> | <p>Beverly and Lorraine will work on a cover letter and send out newsletters. They will seek out other outreach/ recruitment opportunities.</p> | <p>Further discuss at next meeting</p> |
| <p>ITEM #VII Open Discussion</p> | <p>Another item in the packet was information on a statewide toll free kinship care warm line. SAMHSA statistics show that 1 out of 10 grandparents will care for their grandchild for at least 6 months of their lifetime. Anita</p> | | |

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| | <p>suggested that we also refer them to a local resource, FISH, at MHA.</p> <p>The group was reminded of the Social Marketing meeting at 3:00 today. All were encouraged to attend and begin planning for the May Event.</p> | | |
| <p>ITEM #VIII Adjournment</p> | <p>Meeting adjourned at 11:55 a.m.</p> | | |