

# Meeting Minutes

## Committee Name: Vulnerable Families

<b>Meeting Purpose(s):</b> Cover agenda items below	
<b>Leader:</b> Star Graber	<b>Meeting Called</b>
<b>Facilitator:</b> Star Graber	
<b>Recorder:</b> Jaci DiCarlo	
<b>Time: From:</b> 9:00 am <b>To:</b> 10:30 am	
<b>Date:</b> December 4, 2007	
<b>Location:</b> DSS Higuera Street, Room 358	
<b>Members Present:</b>	
1. Jaci DiCarlo	2. Linda Gendron
3. Brenda Harker	4. Jan Campbell
5. Angel Graham	6. Paula Tripp
7. Phyllis Braiotta	8. Linda Baker
9. Laurie Morgan	10. Tracy Lang Wood
11. Nancy Sugerman	12. Star Graber
<b>Agenda Items</b>	<b>Comments/Conclusions/ Actions (If Any)</b>
<b>Agenda Adjustments</b>	Star Graber opened the meeting with introductions. There were no corrections to the notes dated November 6, 2007, and no additions to the agenda.
<b>Parenting Clearinghouse and 211 Number</b>	<p style="color: red;">Julia Miller was not present at the meeting, and requested the Parenting Clearinghouse item be rolled to the next agenda.</p> <p>Linda reported that she spoke with Lisa Frasier about the possibility of including the post-partum depression line in the Parenting Clearinghouse.</p> <p>Star reported that 211 is up and running, but it is not available on all phones yet. She added that Hotline has a new Executive Director, and perhaps she will agree to come to a future Vulnerable Families meeting and make a presentation.</p> <p>Star stated that Drug and Alcohol is writing a grant with 211 that will target youth in schools with the goal of prevention. This grant is in conjunction with the United Way.</p>
<b>Universal Referral and Limited Consent</b>	<p>Star handed out copies of the most recent draft of the Multi-Service Referral and Client Release of Information. She stated that County Counsel has changed the form significantly. Patricia Gomez and Linda Garrett have worked to make sure it meets Federal and HIPAA Regulations, so that additional releases would not be required, although Star acknowledged that many agencies would still want to obtain their own release.</p> <p>Other changes include the requirement that the client sign for each type of information released. Clients must initial all agencies authorized and line out all those not authorized.</p>

Agenda Items	Comments/Conclusions/ Actions (If Any)
<b>Universal Referral and Limited Consent (Continued)</b>	<p>Upon reviewing the form, the group brought up several concerns. Mental Health previously asked that a space for the client's social security number be included. Star said she would speak with the MH representative at the next Behavioral Health meeting to see if this line can be eliminated.</p> <p>Linda asked how the referral would be used for a child, because the signature portion is not clear, and looks as if it would allow release of information for the parent as well as the child. <b>Laurie said that SAFE has their form worded to eliminate this confusion, and she will bring it to the next meeting.</b></p> <p>Several other changes were suggested, including the addition of a box for Martha's Place in the DSS-Only box. <b>Star will make the suggested changes and email them to Jaci.</b></p> <p>The group agreed that due to the number of changes that still need to be made and approved by County Counsel, the planned January pilot of the form with DSS and Public Health would not happen.</p> <p>Jan expressed concern that very few referrals are coming to Martha's Place from DSS. After some discussion, Nancy Sugerman said she would take this issue to the Managers at DSS. <b>Jan added that Martha's Place needs to develop a system to acknowledge when a referral is received, and she plans to take this issue to the next meeting.</b></p>
<b>SDQ Update</b>	<p>Phyllis reported that the SDQ meeting with the school counselors has been rescheduled to December 13<sup>th</sup> at 4:00 pm. Phyllis, Linda and Star will make a presentation to the Child Advocacy Counsel to see if they are willing to pilot the SDQ and do follow-up.</p> <p>Jan asked where the children go after the SDQ has identified them as needing services? She pointed out that SDQ is just an initial screen, as is the ASQ. With the ASQ, the children are referred to Martha's Place, but there is no such place for children over 5.</p> <p>Jan suggested that SAFE would be the best place to refer the kids who have positive screens because SAFE is already doing this for kids. We should eliminate the list of places to refer on the SDQ Protocol draft and simplify by referring to SAFE for further assessment. Laurie suggested inviting Linda Hogoboom, Rhea and Bill Spencer to our next meeting to see how this might work in the SAFE system. Perhaps SAFE could pilot the SDQ in South County if we can get Lucia Mar School District on board. <b>Laurie will take this recommendation to the next MST Meeting the 3<sup>rd</sup> week in January.</b></p> <p>Several additional changes for suggested for the draft SDQ Protocol. <b>Jaci will make those changes and bring them to the next meeting.</b></p>
<b>Next Meeting</b>	<p>The first Tuesday in January is a holiday, so our next Vulnerable Families Meeting will be on February 5, 2008 from 9:00 am to 10:30 am in Room 356 at the DSS Office on Higuera Street.</p>