

Meeting Minutes

Committee Name: Vulnerable Families

Meeting Purpose(s): Cover agenda items below

Leader: Star Graber

Facilitator: Star Graber

Recorder: Jaci DiCarlo

Meeting Called

Time: From: 9:00 am **To:** 10:30 am

Date: February 3, 2009

Location: DSS Higuera Street, Room 358

Members Present:

1. Star Graber

2. Linda Baker

5. Belinda Benassi

7. Phyllis Braiotta

9. Laurie Morgan

3. Jaci DiCarlo

4. Jan Campbell

6. Tracy Lang Wood

8. Lisa Fraser

Agenda Items

**Comments/Conclusions/
Actions (If Any)**

Agenda Adjustments & Announcements

Star opened the meeting. There were no additions to the agenda and no corrections to the minutes dated January 6, 2009.

The group reviewed the protocols to make sure there is a feedback loop. Laurie presented the SAFE Referral Communication form that provides a feedback loop. She said the teachers really like it, and it is not time consuming.

Star reported that Dodie Dunton would discuss the feedback loop on the VSP Protocol with the VSP Committee. A change was made to the VSP Protocol stating that Drug and Alcohol will notify CWS, Hospital SW, and PHN that the client accepts the assessment.

The 4 P's+ Protocol already includes a feedback loop to the OBGYN office regarding referrals made. Jan confirmed adequate feedback is being given.

The PHN Referral Protocol does include a feedback loop, and Jan confirmed that a letter of disposition is sent back to the referral source, and it works pretty well.

Laurie reported that there is a built in feedback loop with SAFE because there is a meeting called, and the referring party should be at that meeting. So, although the SAFE Team Meeting protocol does not have a feedback loop in the protocol, the feedback generally happens.

Lisa Fraser pointed out that child care providers are not embracing the ASQ and ASQ-SE. One major problem is where to refer kids if a problem is identified by the ASQ. Resources must be available. The Child Care Planning Council has money and resources. Lisa and Jan said they would be willing to re-introduce the ASQ to the Child Care Planning Council at their meeting on February 4th. They do regular trainings and could incorporate ASQ into their training.

Agenda Items	Comments/Conclusions/ Actions (If Any)
Review Protocols	<p>Jan also suggested that Cuesta College should incorporate the ASQ into all their Child Development Classes. Phyllis volunteered to contact Don Norton (the head of Child Development Department at Cuesta), and also Nancy Norton (the Director of Preschool Program for SLO County Department of Education).</p> <p>The agencies currently doing the ASQ (the experts) are:</p> <ul style="list-style-type: none"> • Head Start • Public Health • Martha's Place • TAPP • First Five Programs • EOC • Most DSS referrals are done through Martha's Place. Tri-Counties will not accept referrals without it, but Martha's Place will. EOC always does the ASQ with the DSS referrals. Jan said there is still a waiting list for Martha's Place, but it is getting smaller. Martha's Place is very good about follow-up. <p>Jan suggested that any grants that have to do with 0-5 should be required to incorporate ASQ. Star will contact Jason Wells at First Five about incorporating the ASQ. The objective is to establish a standard of care for SLO County with support from First Five, and the Child Care Planning Council.</p> <p>Star said she would like to package the PowerPoint for ASQ and turn it into a self-training. Lisa said she has the funds available to support the development of a video. There is already an ASQ training video, so Lisa said she will order it, and together with the PowerPoint from Star, Lisa will have Robin Smith put them together into a final training product. Belinda Benassi said that DSS could put the completed training up on their website.</p>
CSN Update	<p>Lisa stated that it is a challenge to get the CSN Executive Committee to understand what the Vulnerable Families is and their significance. The priorities of the Executive Committee do not really include this group. Truancy is their first priority, and the workgroup has already been established. The committee agreed that we have probably done what we can do, and this will be our last meeting. The ASQ will be handed over to Beginnings. Their next meeting will be on 3/23 at 9:00 am, and the project can be introduced there. They have funding set through the United Way for the next 3 years.</p>
Multi-Service Referral Form	<p>Belinda Benassi reported that DSS will be replacing the DSS 815 with the Multi-Service Referral form – rolling out to all staff in February.</p>
Last Meeting	<p>The Vulnerable Families Committee will hold their last meeting at 8:30 am on Tuesday, March 3rd at the Apple Farm. Laurie will call Apple Farm and make a reservation for breakfast.</p>