

**Home Visiting Task Force's Home Visiting-Child Welfare
Sub-Committee Meeting
May 19, 2016
3:00-5:00pm**

MINUTES

Participants: Gaylord Gieseke, Carrie Bires, Eileen Reilly, Andrea Chua, Paula Corrigan-Halpern, Heather Blankenship, Amy Dworsky, Elissa Gitlow, Mark Valentine, Andria Goss, Dan Harris, Teresa Kelly, Lesley Schwartz, Andrea Palmer, Julia Marynus, Mendy Smith, Penny Smith, Chris Scudder, Sara Barrera, Cynthia Tate, Becky Beilfuss, Maria Espejel, Catherine Enright

Welcome and Introductions

- Provided handouts to all committee members:
 - May 19, 2016 Meeting Agenda
 - April 28, 2016 Meeting Minutes
 - Assessment Tools Used
- Approved the April 28, 2016 Meeting Minutes with no changes.

Data Collection Focus Group Updates

- Chapin Hall has finalized and submitted the protocol to the UIC IRB for the Data Sharing Agreement between Chapin Hall and the participating Healthy Families Illinois (HFI) programs.
- After the UIC IRB approves the Data Sharing Agreements, Amy Dworsky with Chapin Hall will send out the agreements to the participating HFI programs.
- Chapin Hall has completed the RedCap Assessment draft.
- Amy Dworsky with Chapin Hall will send the RedCap Assessment link to the sub-committee group for review. A demonstration of the RedCap Assessment will be provided at the next sub-committee meeting on 6/23/2016.
- Adrea Chua with TPSN and the Data Collection Focus Group are currently in the process of updating the mapping of the HFI provider zip codes. Results from the mapping will be provided at the next sub-committee meeting on 6/23/2016.
- Mendy Smith with Children's Home + Aid and Andria Goss with DCFS will begin to take a closer look at the New Birth Assessment and KEMP to see where there is overlap in the assessment tools.
- Teresa Kelley and Lesley Schwartz with the Governor's Office of Early Childhood Development will talk with Cyd Wessel with Healthy Families America (HFA) to discuss concerns around parent engagement in the home visits.
- Dr. Cynthia Tate with DCFS will inquire about the DCFS Memorandum of Understanding (MOU) approval process.
- Discussion on the most appropriate assessment tools to use, requirements/contracts associated with each of the assessment tools, and modifications needed to the assessment tools for the pilot program.

Cross-Training Focus Group Updates

- The Cross-Training Focus Group met on 5/17/2016. The focus group discussed the overall design and goals of the training.
- The training will be provided to both home visitors and DCFS specialists together before home visiting services begin.
- The training will highlight ideas around navigating the home visiting and child welfare systems for best practices.
- The training will incorporate the HFA training requirements and home visiting core competencies.
- Carrie Bires with the Ounce of Prevention Fund will share training materials with the Cross-Training Focus Group.
- Andrea Chua with TPSN will assist DCFS with the geomapping that will outline which child welfare agencies are assigned to identified pregnant/parenting youth.
- The next focus group meeting is scheduled for 6/17/2016 where they will develop a Cross-Training workplan.
- The focus group will present the Cross-Training workplan at the next sub-committee meeting on 6/23/2016.

Communications/ Community Relationships Focus Group Updates

- The Communications/ Community Relationships Focus Group met on 5/11/2016 and discussed questions and concerns that the focus group had around communication for the pilot program.
- Discussion around “who” the audience will be for the pilot program communication information that is disseminated.
- Discussion around establishing good communication through regularly scheduled regional meetings, developing a frequently asked questions document, and disseminating the informational transmittal through DCFS.
- DCFS announced that Mary Beth Corrigan will join the Communications/ Community Relationships Focus Group.
- Andria Goss with DCFS will reach out to Mary Beth Corrigan and welcome her to the focus group.
- Discussion on developing orientation information modeled after TPSN’s trainings to further improve communication and understanding of the pilot program.
- Heather Blankenship with Children’s Home + Aid will make the needed edits to the MOU.

Upcoming Tasks

- Amy Dworsky with Chapin Hall will send the RedCap Assessment link out to the sub-committee group to review. A demonstration of the RedCap Assessment will be provided at the next sub-committee meeting on 6/23/2016.
- Andrea Chua with TPSN and the Data Collection Focus Group are currently in the process of updating the mapping of the HFI provider zip codes. Results from the mapping will be provided at the next sub-committee meeting on 6/23/2016.

- Mendy Smith with Children's Home + Aid will begin to take a closer look at the NBA and KEMP assessments to see where there is overlap in the assessment tools.
- Teresa Kelley and Lesley Schwartz with the Office of Early Childhood Development will talk with Cyd Wessel with HFA to discuss concerns around parent engagement in the home visits.
- Dr. Cynthia Tate with DCFS will inquire about the DCFS MOU approval process.
- The next Cross-Training focus group is scheduled for 6/17/2016 where the group will develop a Cross-Training workplan.
- Carrie Bires with the Ounce of Prevention Fund will share training materials with the Cross-Training Focus Group.
- Andrea Chua with TPSN will assist with the geomapping that will outline which child welfare agencies are assigned to the identified pregnant/parenting youth.
- Andria Goss with DCFS will reach out to Mary Beth Corrigan and welcome her to the focus group.
- Heather Blankenship with Children's Home + Aid will make the needed edits to the MOU.