

**Healthy North Dakota
Early Childhood Alliance (HNDECA)
Family Support (FS) Subcommittee Meeting
Wednesday, December 16, 2009**

Meeting Summary

Proposed Meeting Goals:

- To review agreements reached by the HNDECA Steering and Stakeholder Committees;
- To review and prioritize work plan goals;
- To identify specific activities, responsible parties, performance measures, timelines, barriers and resources needed; and
- To identify next steps in planning and implementation.

Meeting Participants: Cheryle Masset-Martz, Richard Rathge, Bryan Quigley, Donene Feist and Missi Baranko.

Facilitated by: The Consensus Council, Inc.

Welcome, Introductions, Process and Agenda Review: Participants were welcomed to the meeting and provided self-introductions. The use of consensus-based decision-making and the long-standing ground rules were affirmed. Participants reviewed the agenda and recommended no changes. Cheryle provided an overview of the Stakeholder Meeting (October 20) and reviewed the strategic planning documents, including the Integrated Activities Worksheet. Cheryle reminded the participants that there is some funding available for implementation of goals that will need to be expended by May 2010.

Cheryle also provided an overview of the Governor's Early Childhood Education Council, including information about Council members', grant funds available and the legislative language that created the Council in HB 1400.

Review, Prioritization and Development of FS Subcommittee Goals and Activities: Participants reviewed the three (3) priority goals developed in May 2009 and made the following edits, additions and changes:

Goal #1: To recruit parents as HNDECA members (at least 3 per subcommittee) and start each stakeholder meeting with a family story.

Activities: It was agreed that all of the existing activities continue to be appropriate for this goal. The following activities were added:

- The FS subcommittee will partner with the Parent Education subcommittee regarding parent education and legislative advocacy efforts.

- An orientation session (likely, a half day in length) will be arranged for parents interested in joining HNDECA.
- Cheryle will work with FS subcommittee members to design an orientation plan including potential use of surveys and written materials.
- Cheryle will work with the FS subcommittee to develop an inventory of parents for recruitment to HNDECA.

Resources Needed: Cheryle will calculate mileage costs and daily stipends (suggest \$60/day) for parents to attend meetings based on 3 meetings per year X 15 parent representatives.

Timeline: April/May 2010

Goal #2: To partner with Dr. Rathge to analyze data from family support efforts and develop a white paper to share the results.

Activities: All activities for this goal are in place and in process.

Timeline: May/June 2010

Goal #3: To develop a plan for joint education and training for families, agencies and, eventually, legislators and policy makers.

Activities: It was agreed that the existing goal and activities are not clear. The following activity was added to bring more clarity to these efforts across subcommittees:

- Cheryle will convene representatives from the Family Support, Parent Education and Mental Health subcommittees to have a discussion about common training needs and delivery under the broad theme of “organizing meetings and planning systems.”
- Invitees to the meeting/conference call will be Vanessa Hoines, Missi Baranko, Carlotta McCleary, Wendy LaMontagne, Jennifer Labs, Roxane Romanick and Donene Feist.

Timeline: March 2010

It was also agreed that Cheryle would contact Shari Doe, Director of Burleigh County Social Services and President of the ND County Directors Association regarding providing information to the group about the work of HNDECA and potentially, to recruit additional County Director involvement. Bryan will send an introductory note to Shari alerting her of the interest in partnering with HNDECA.

The meeting was adjourned by consensus of the group with best wishes for happy holidays.