

**Healthy North Dakota Early Childhood Alliance (HNDECA)
Family Support Subcommittee
May 28, 2009**

Draft Meeting Summary

Proposed Meeting Goals:

- To identify the top 3 key priorities for the work of the group;
- To compare these priorities to the overall goals developed by the stakeholder group;
- To complete the logic model for these goals;
- To identify any missing goals, data or stakeholders;
- To identify outcome/performance indicators; and
- To complete the needs assessment per NDDoH instruction.

Meeting Participants: Cheryle Masset-Martz, Donene Feist, Missi Baranko and Michelle Schmitz-Bohrer.

Facilitated by: The Consensus Council

Welcome, Introductions and Process Review: Participants were welcomed to the meeting and provided self-introductions. Participants reviewed and affirmed the use of consensus as the rule of decision and reaffirmed the ground rules for discussion as follows:

1. It's our show.
2. Everyone is equal.
3. No relevant topic is excluded.
4. No discussion is ended.
5. Respect opinions.
6. Respect the time.
7. Silence is agreement.
8. Non-attribution.
9. Keep the facilitator accurate.
10. Have fun!

Participants agreed to begin the meeting in the spirit of having our "eyes match our stomachs," a phrase used by Dr. Richard Rathge, HNDECA evaluator and epidemiologist, to help the group in focusing efforts and selecting priorities. Dr. Rathge also encouraged the group to think in a one year – two year timeframe when selecting priorities and setting goals. Participants discussed the various roles that have been played or could be played by HNDECA (as defined by Cheryle's role/job in the ND Department of Health). Ideas included:

- Potential funding source, funding partner to leverage additional grant dollars
- Developing joint grant applications; HNDECA serving as a clearinghouse for grant opportunities
- Data provider; and provider of family stories and testimonials
- Assure family representation on all HNDECA subcommittees
- Partner to recruit more parental involvement; provide HNDECA orientation for parents
- Reconnect County Social Service Staff/Directors to HNDECA
- Help the family support subcommittee review priorities of other subcommittees and make suggestions to assure family involvement
- Convene HNDECA Steering Committee to review all priorities and assure connectivity
- Convene a meeting of parents and subcommittee leads/chairs for relationship building and training for story telling activities

Prioritizing of Family Support Initiatives: Participants brainstormed a list of priority work and then, using a nominal process, ranked the three most important priorities for work in the coming year. The list, in prioritized order is as follows:

1. To recruit parents as HNDECA members (3 per subcommittee) and start each stakeholder meeting with a family story. (3 dots)
2. Partner with Dr. Rathge to analyze data from family support efforts and develop a white paper to share the results. (3 dots)
3. To develop a plan for education and training for families, agencies and eventually, legislators and policy makers. (3 dots)
4. To develop a network/system for emotional support for family members. (2 dots)
5. Agreement on a definition of family support for HNDECA for use and incorporation into all HNDECA goals. (1 dot)

Completion of Logic Model Elements for Each Priority: Participants produced the following information relative to the priorities for Family Support:

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

Resources Needed:

- Funding to develop orientation materials
- Interested parents, diverse and statewide
- Travel reimbursements, stipends, childcare costs

Activities to Achieve Goals:

- Development of resources
- Recruit parents; start by asking HNDECA members for recommendations

Outputs Produced:

- Inventory of interested parents
- Culturally competent orientation materials

- Opportunity for parental feedback on materials and training, etc. associated with HNDECA

Outcomes Desired:

- Short Term: increased parental involvement in all of HNDECA
- Long Term: Legislative and policy changes based on family need and input; increased parent participation as equals at all levels

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

Resources Needed:

- Funding is currently available through Family Voices grant

Activities to Achieve Goals:

- Review survey protocol with Dr. Rathge for advice
- Conduct survey
- Analyze results
- Report findings to small group of HNDECA to strategize next steps
- Convene a meeting with agency leaders and family organizations to discuss survey outcomes and jointly plan changes needed

Outputs Produced:

- Survey data
- White Paper

Outcomes Desired:

- Short Term: Identification of gaps, barriers and needs.
- Long Term: Agencies and providers partner with family organizations to improve systems.

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

Resources Needed:

- Interested agencies and families
- Funding to convene and invite, support participant/parent attendance
- Potential partnership with Dakota Media Access (Community Access TV)

Activities to Achieve Goals:

- Sponsorship of topical calls and training
- Develop the training plan
- Conduct the training
- Conduct outreach statewide and through various media methods
- Develop a speakers bureau

Outputs Produced:

- Information posted on www.ndhealth.gov/eccs/
- Speakers Bureau

Outcomes Desired:

- Short Term: Development of the plan

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- Long Term: Increased provision of education and training to the general public.

Cheryle asked that each participant provide her with information regarding the availability of any study results or needs assessment models or results that could help to inform the future work of the Maternal and Child Health Division. Participants were thanked for their work and the meeting was adjourned by consensus of the group.