Home Visiting Hub Meeting

Thursday, January 14, 2016 1:00 - 2:30 p.m. United Way LLA Conference Room

Minutes

In attendance: Susan Clark, Michelle Datema, Diane Marques, Jenny Rouble, Kristin Roux, Jamie Rugg, Nicole Teumer

**Outreach and Recruitment**

* 1. **Revise decision tree**. Decision tree ready to be finalized by Jamie. Deb Kalkowski is the Call Specialist who is handling all the referrals to 2-1-1 that come through the Hub. She is familiar with the established home visiting programs and the Hub process. Jamie to connect Deb with Kristin and Jenny to provide her with information about these new programs.
  2. **Update brochure.** Susan is working with Jenny and Shawn to finalize the supplement to the brochure. Susan will print and possibly have the brochures ready for the February 3 Pregnancy Care Workgroup meeting.
  3. **Joint recruitment i.e. education of referral sources on the 2-1-1 procedure**. The Hub is confirmed on the February agenda of the Pregnancy Care work group. This meeting will provide access to many of the OB providers in the county. Michelle, Nicole and possibly an ECC staff person will provide the group with an overview the 2-1-1 referral process and the programs involved. Kristin to finalize the one page handout describing the purpose and process for referring to home visiting through the Hub. We will continue to use the current referral form with a minor change in wording.

Discussed the need to intentionally and consistently connect with providers that have referred to the Hub. Jamie to send us a list of everyone who has referred to the Hub. All members attending agreed to provide this service for one agency. Will develop guidelines for contacts with providers at next meeting.

ECC – Mansion Street OB

NFP – Bronson OB

MI-APPP – school counselors or social workers

Grace Health – Cereal City Peds

Family and Children’s Services – Diane to ask staff for suggestions.

Community Unlimited – Jenny to acquaint herself with the programs and process to which you might refer.

Next meeting – February 11, 2016 1:00 to 2:30 United Way

These are the goals we agreed upon at the November meeting.

1. Outreach and Recruitment
   1. Revise decision tree
   2. Update brochure
   3. Joint recruitment i.e. education of referral sources on the 2-1-1 procedure
2. Coordination of services
   1. **Joint professional development – potential for ASQ SE-2 training in May**
   2. Transition between home visiting programs upon completion of one program
   3. **Warm handoff of referrals – this is an important follow up point to increased use of the Hub. The group will create a process for moving referrals between programs to assure best fit and to accommodate the desires of the family.**
   4. Data collection across programs to monitor capacity and reach
3. **Inclusion of new partners – we will be aware of this in all parts of the work we do.** 
   1. Throughout the county
   2. **Early On – would they be interested in more information about the HV programs in the community?**
   3. Parenting Education - Love and Logic, Nurtured Heart
   4. Schools
   5. Faith-based organizations
   6. **Parents**