**Home Visiting Hub - Learning Leadership Group Meeting Thursday, August 13, 2015 1:00-2:30 p.m. United Way LLA Conference Room**

**Meeting Minutes**

In attendance: Michelle Datema, Kristin Roux, Centhia Fleming, Valerie Matyas, Zoe Brainard, Ann Flynn, Jamie Rugg, Jill Wise, Nicole Tuemer, Susan Clark.

1. **Complete plans for the August 18 Partner Coalition/Family Recruitment event.**

Susan has not received a decision from Michigan Department of Health and Human Services (MDHHS) on whether we can use LLG funds to pay for the Parent Coalition/LLG Recruitment event planned for August 18. An alternate plan is to hold a training on Social and Emotional Development (related to the ASQ-SE) at the August 18 Parent Coalition meeting. If parents attend the meeting after being invited by their home visitor, then this meeting fit with what they were expecting. At the next Parent Coalition meeting on September 15, we will focus on overall development (ASQ 3). If we get approval to use the state funds will we give parents a basket of age-appropriate toys. If we are using ECC funds only, the giveaways will be smaller.

1. **Review and update the decision tree used by 2-1-1 to include MI-APPP and Grace Health MIHP**

The group discussed potential changes to the current decision tree including adding Grace Health MIHP, adding MI-APPP, changing the placement of Silver Lining MIHP and including 20 Hands MIHP.

1. **Updates to brochure**. Brochure to be updated before September 30th to use current LLG funds.
2. **Discuss sending a letter to agencies that have attended previous Hub trainings to include:**
	1. **New 2-1-1 fax number**. Jamie updated the group on changes at 2-1-1. Calhoun County is now affiliated with Gryphon Place in Kalamazoo. New fax number is 269-488-6872. They are now open 24 hours/day/7days/week. They have more supervisor support. 20 Hands has contacted 2-1-1 requesting to be placed on their list of community services.
	2. **September Hub training and offer of support to providers re: referring to the Hub**

May hold the training in late September or October. TBD.

1. **LLG Funds for next fiscal year**

Susan informed the group that we can accept a $50,000 grant from MDHHS to support LLG work for the next fiscal year. Susan to send proposal to the group.

**Action items**

* Invite families to the August and September Parent Coalition meetings.
* Jamie to update decision tree based on discussion and send to Michelle/Susan who will forward to the group.
* Susan and Michelle to meet with Juanita Ruiz from Silver Linings MIHP and Shawn from 20 Hands about their capacity and desire to be included on the decision tree and in community partnerships.
* Each program to review current listing in brochure and get revisions to Susan by August 27. Susan to contact Antoinette at Community Action. Susan and Michelle to discuss with Silver Lining and 20 Hands.
* Group to provide comments on the MDHHS grant proposal by August 24. Do we want to accept the grant after considering the terms as written? How can we involve more LLG members in the state grant activities?
* **Next Meeting: September 10, 2015, 1:00 to 2:30**