

**Region 11 Help Me Grow IEIC Meeting Minutes**  
**Metro ECSU, Oak Room, 2 Pine Tree Drive, Suite 101, Arden Hills, MN 55112**

**Region 11 Help Me Grow IEIC meetings are open to the public**

**Date:** October 4, 2017

**Time:** 12:30 – 3:00pm

**Committee Chair:** Mai Chang

**Past-Chair:** Jayne Cox-Lindsey

**Members: (X denotes present, E excused absence, N not present)**

N Amber Lampron	X Katy Chase	X Laura Larson	X Nancy Wallace
N Andrea Robinson	X Kristi Flesher	X Leigh Ann Ahmad	X Pam Morrison
X Brenda Natala (sub, M Wallish)	X Jane Auger	E Mai Chang	X Sharon DeZeeuw
E Dana Nagel	E Janell Schilman	N Mary Jo McGuire	X Sherry Haaf
X Dave Runion	X Jayne Cox-Lindsey	E Marilyn Forsberg	X Stephanie Graves
N Fowsia Elmi	E Jessica Mattson	X Mayme Petrich (sub, Kate Evans)	X Susann DeTienne
N Kab Nras Lee	E Judy Swett	X McKenna Quam	X Sylvia Sekhon

**Staff:**

X Marty Smith	X Kathy McKay	X Ingrid Aasan	
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**Guests:**

X Margo Chesrand	X Shawn Holmes		
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Topic	Discussion Highlights	Action Item	Due Date	Status
<b>Welcome:</b>	<ul style="list-style-type: none"> <li>• Welcome</li> <li>• Introductions</li> <li>• Housekeeping</li> <li>• Approval of agenda - approved</li> <li>• Approval of May 24, 2017 meeting minutes - approved</li> </ul>			
<b>Special Topics</b>	<p>Election of Chair – Mai Chang was elected to serve as chair for another year. She was unable to attend today's meeting. Jayne Cox-Lindsey, past chair, chaired the meeting.</p> <p>Statewide Screening Update – presentations were made on several screening initiatives. Margo Chesrand, MDE, talked about the Early Childhood Screening Program conducted by local school districts for children age 3 and older.</p> <p>Shawn Holmes, MDH, provided updates on the pilot of online screening using the ASQ and ASQ-SE as well as the Follow Along Program conducted by county public health agencies.</p>			

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	See handouts for further information.			
<b>Subcommittee Updates</b>	<ul style="list-style-type: none"> <li>• Child Find/Public Awareness – Child Find Work Plan, Parent Partner Program, cultural outreach contracts, child care outreach strategies.             <ol style="list-style-type: none"> <li>1- HMG Resources                 <ul style="list-style-type: none"> <li>▪ Plays Well with Others” Booklet is translated to Spanish &amp; at the printers.</li> <li>▪ Magnet – Thicker magnet now printed and available.</li> <li>▪ HMG T-shirts – Discussed the purchase of T-shirts with the HMG logo on a black short-sleeve T-shirt for staff &amp; cultural delegates. Maybe others would like to purchase. Find out cost options.</li> <li>▪ HMG table cover for delegates – Have one table cover that delegates could share. Find out cost options &amp; determine if budget will permit purchase of more.</li> <li>▪ Sub-committee members recommend limiting orders to no more than 1000 of an individual item at a time. This will assist in tracking inventory &amp; timely printing.</li> </ul> </li> <li>2- Child Care Provider &amp; Medical Provider connections:                 <ul style="list-style-type: none"> <li>▪ To date emails with HMG introduction &amp; attached HMG Resource Request Form have been sent to Licensed Family Child Care providers &amp; centers throughout 4 of the 7 counties.</li> <li>▪ Newsletter articles sent on a monthly basis to county child care licensing contacts and to county licensed family child care association contacts.</li> <li>▪ Numerous presentations to clinic medical providers (some with support from IEIC member Dr. Sylvia Sekhon).</li> </ul> </li> <li>3- Cultural Delegates - Kathy attended training in September with ACT Early partner Jennifer Hall-Lande (UMN) for the Hmong, Somali, &amp; Spanish delegates that we have contracts with. The delegates have been busy since July 1 attending cultural community events.</li> <li>4- Sub-committee members reviewed the <u>ECSE Referral Source Data</u> for the <u>4<sup>th</sup> Qtr.</u> and the Yearly Quarterly Summary &amp; Comparison handouts. They recommended that since the top four referral sources are staying consistent and referral numbers increase each quarter of each year, let’s change data collection and obtain the following information at the end of each school year:                 <ul style="list-style-type: none"> <li>--total number of referrals,</li> <li>--number of referrals that qualified and in what disability areas,</li> <li>--number of referrals that did not qualify.</li> </ul>                 Continue current data collection through December 2017 to complete full calendar year of data. Start new data collection in June 2018 for school year 2017-2018.             </li> <li>5- Parent Partner Program (PPP) – what next? Sub-committee recommended that since we have not used Parent Partners in the past year due to the type &amp; the timing of presentations, so we could we possibly video tape current Parent Partners telling their stories and have the videos on the HMG website for easy access and use. Video should only be 10-15 minutes in length.</li> </ol> </li> </ul>	<p>Spanish - “Plays Well...” booklet in stock soon.</p> <p>Kathy will research cost options for T-shirt &amp; table cover.</p> <p>Kathy will update ECSE leaders on current &amp; new data collection</p> <p>Kathy &amp; Marty will check on interested Parent Partners &amp; on video-taping options.</p>	<p>10/16/17</p> <p>January 2018</p> <p>January 2018</p> <p>January 2018</p>	<p>Completed</p> <p>In Process</p> <p>In Process</p> <p>In Process</p>

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	<ul style="list-style-type: none"> <li>Budget – budget update re: total funding award, allocations, budget revisions. This year’s allocation is \$12,000 less than previous years. One year ago a new funding formula was used to distribute money to the regional IEICs. Region 11 receives less funding as a result of this formula although last year MDE made up the difference due to the amount of work we do that benefits the entire state. Staff are working with MDE to address the budget shortfall this SFY.</li> <li>Communication – The IEIC Update will now be sent in September and March. The September update was available in hard copy at the meeting and members were reminded of their responsibility to share this and other IEIC information with their colleagues and the constituency they represent.</li> <li>Membership – elect new members and review membership status of all members. New members, Dave Runion (Children’s Mental Health) and McKenna Quam (former Carver County IEIC area) were elected. Head Start is not represented and we need a new member; Katy Chase and Sharon DeZeeuw volunteered to contact their local Head Start agencies for solicit a new representative.</li> </ul>			
Miscellaneous:	<ul style="list-style-type: none"> <li>State Updates - none</li> <li>ICC Update - none</li> <li>Agency Updates – Wilder has a report on early childhood indicators by county in the state, Risk and Reach. <a href="https://wilder.org/Wilder-Research/Publications/Studies/Forms/Study/docsethomepage.aspx?ID=1520&amp;RootFolder=%2FWilder-Research%2FPublications%2FStudies%2FMinnesota%20Early%20Childhood%20Risk%20and%20Reach">https://wilder.org/Wilder-Research/Publications/Studies/Forms/Study/docsethomepage.aspx?ID=1520&amp;RootFolder=%2FWilder-Research%2FPublications%2FStudies%2FMinnesota%20Early%20Childhood%20Risk%20and%20Reach</a></li> </ul>			
<b>Future meetings:</b>	<p>Future meeting dates. Wednesdays from 12:30 - 3</p> <ul style="list-style-type: none"> <li>December 6, location TBD</li> <li>January 31, Metro ECSU</li> <li>March 28, Metro ECSU</li> <li>May 23, Metro ECSU</li> </ul>	<p>Staff sends out agenda*</p> <p>*Additions to agenda due to Marty Smith three weeks prior to meeting</p>	<p>Two weeks prior to meeting</p>	<p>Ongoing</p>

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