

California Home Visiting Program Monthly Conference Call



Meeting Minutes

Thursday, August 8, 2013

1:30 p.m. – 3:00 p.m.

Participants: MCAH Directors and Coordinators of MIECHV Funded Programs

Meeting Facilitator: Chris Krawczyk

I. General Updates – Chris Krawczyk

- a. **Client Enrollment and Implementation:** We don't have the latest number of families enrolled because the system is being updated, but will hopefully have them soon.
- b. **HRSA Deliverables:** Two grants were due the week of August 5: The Non-Competing Continuation Progress Report and the Formula Grant were due on August 5 and 9, respectively.

II. Budgets and Allocations – Chris Krawczyk

- a. **2013/2014 AFA Packet:** AFA packets were due July 31, 2013. If not yet submitted, please contact your contract manager to ask for an extension. Chris is currently reviewing the submitted packets with a quick turn-around. Timely completion and approval is necessary so First Quarter invoices can get submitted and obligated before the Federal Fiscal Year ends.

III. Updates from the Program and Evaluation Sections

- a. **Home Visiting Summit Update – Chris Krawczyk:** 70-75% of the conference will be geared toward home visitors with 25-30% geared toward home visiting administrators. The percentages are based on number of topics spread across the various tracks and concurrent sessions. Please make sure representation from your site includes home visitors. Also, please check with your local county council regarding financial support for a CAB member.
- b. **SIT CHVP Workgroup Update – Yvette Albright:** We had a very productive meeting last week, which included two presentations one by Barbara Longo from WIC and the other by Cynthia Arstein-Kerlaske, Coordinator, WestEd Center for Child and Family Services who presented on the MAP project. These presentations will be mailed to the MCAH directors. Meetings open with

a presentation from a partner agency. This past year presentations were from State partners. During the next year, presentations will come from MCAH Directors representing you on the SIT CHVP Workgroup. We want CHVP staff and our state partners to hear what is happening at the local level and how we as a partnership of state agencies can address challenges and opportunities.

The next SIT meeting will be in October, so please let us know if you have any questions or topics you would like to address.

- c. **ECCS Grant – Chris Krawczyk:** This year’s ECCS grant was opened up as a competitive grant. Home Visiting received 15 letters of support from different departments including the Department of Education and the Department of Social Services. We have not heard back from HRSA, but they stated that they are behind schedule (Update: CDPH/MCAH/CHVP received Notice of Award for the ECCS Grant and will provide additional information on the goals and objectives during the September Conference Call).
- d. **Data Entry and Quality – Kristen Rogers:** Since the Federal Reporting begins on October 1, 2013, the cleaning in NFP’s Solaris-side of ETO must be completed by September 30, 2013. NFP sites will receive a priority report listing (from Solaris reports) for CHVP data cleaning purposes. We are working with NFP NSO to clean as much as possible before October 1, 2013. HFA sites will receive more information on next week’s monthly data call.
 - i. **Federal Reporting Begins October 1, 2013, and must be completed by October 31, 2013.**
- e. **Systems Integration Survey:** This survey has been completed by all sites and we thank you for filling it out. We will have follow-up phone calls with all sites to learn more about your systems integration efforts at the local level. These phone calls will commence after your Annual Progress Reports are completed. The follow-up phone calls will be short and you will not have any additional work.
- f. **Service Provider Survey – Kristen Rogers**
 - i. **Due August 15:** This is a SOW requirement and is due with your Annual Progress Report.

IV. Q&A Session:

- a. Mary Hansell of San Francisco asked if it will be beneficial for directors to attend the Home Visiting Summit. Chris Krawczyk replied that the agenda for the HV Summit shows that there are different tracks, so it will be beneficial to the site if they have more than one home visitor attend so that they can join

different tracks simultaneously. There is a systems piece that will be of interest to CAB members and directors. We will send out the list of speakers and topics once they have been finalized.