



RON CHAPMAN, MD, MPH
Director & State Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

January 9, 2013

TO: MATERNAL, CHILD AND ADOLESCENT HEALTH (MCAH)
DIRECTORS, MCAH COORDINATORS, HEALTHY FAMILIES
AMERICA (HFA) PROJECT MANAGERS, AND NURSE-
FAMILY PARTNERSHIP (NFP) NURSE SUPERVISORS

SUBJECT: TECHNICAL ASSISTANCE (TA) MEETING FOR CHVP -
FUNDED SITES
CHVP PROGRAM POLICY ALERT LETTER # 2012/13-02

Purpose

The California Department of Public Health, Maternal, Child and Adolescent Health Division, California Home Visiting Program (CHVP) will host a Technical Assistance (TA) Meeting for CHVP-funded sites on April 17-18, 2013, at the Department of Social Services, (744 P Street Sacramento, CA 95814), in downtown Sacramento. The purpose of the meeting is to provide CHVP directors, supervisors, project managers, and home visiting staff an opportunity to receive TA training.

Action

Meeting Format:

Day 1: Full day "Strengthening Families" training for 1-2 supervisors per site. Home visitors arrive at 12:30 p.m. for region- and program-specific panel discussions on home visiting best practices and lessons learned. Due to space restrictions, please send no more than three home visitors per site to the Day 1 panel discussions. (Note: For the Consortium, each local health jurisdiction (LHJ) will be considered a separate site.)

Day 2: Full day program for both supervisors and home visitors. The day includes breakout sessions with two tracks – one for supervisors and one for home visitors. Topics include reflective supervision, teen communication strategies, community advisory boards, gang culture, and client retention strategies. [Note: There are no space restrictions on Day 2. Your maternal, infant, and early childhood home visiting (MIECHV) –funded home visiting staff are welcome (based on your response to the recent survey request for staff numbers)].

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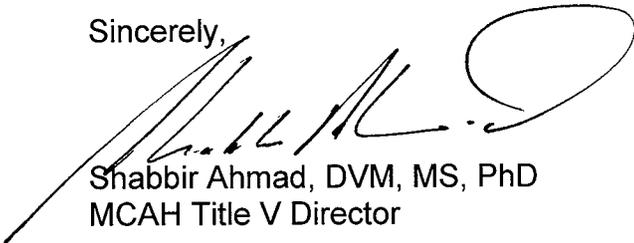
The TA meeting is mandatory. Under Goal 1 of the Scope of Work (SOW), "LHJ sites will ensure that staff complete the required core trainings and ongoing training sessions required by the NFP or HFA model and coordinate with CHVP sites." Under Goal 1.5 of the SOW, sites are to attend... "CHVP required trainings to be announced in a program letter as appropriate." Under Goal 5 of the SOW, "Sites are required to utilize resources and training provided by Strategies for technical assistance regarding Strengthening Families."

There is no registration fee for the Technical Assistance Meeting. Travel and hotel expenses should adhere to the budget policies and procedures and can be charged to your CHVP allocation budget. The "Strengthening Families" training, taught by Strategies, costs \$1,000 per site and is to be paid out of your training budget directly to Strategies.

A sample agenda is enclosed. Registration materials will be forthcoming.

Thank you for your continued participation and support of the CHVP. If you have further questions, please contact your Quality Assurance (QA) Team: Arlene Silva, South at (916) 650-0346 or Arlene.Silva@cdph.ca.gov; or Robin Qualls, North at (916) 650-0326 or Robin.Qualls@cdph.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shabbir Ahmad', with a large, stylized flourish at the end.

Shabbir Ahmad, DVM, MS, PhD
MCAH Title V Director

Enclosure



**California Home Visiting Program
Technical Assistance Meeting
Sample Agenda**

Location:

California Department of Social Services

Day 1:

- 7:30 a.m. Strengthening Families Check-in
- 8:00 a.m. Supervisor Welcome: Christopher Krawczyk
- 8:45 a.m. Strengthening Families Training for Supervisors - all day training
- 11:30 a.m. Lunch on your own
- 12:30 p.m. Check-in – Home Visitors
- 1:00 p.m. Home Visitor Welcome: Christopher Krawczyk
- 1:45 p.m. Panels: Home Visiting Best Practices & Lessons Learned
- 2:45 p.m. Break
- 3:00 p.m. Panels: Home Visiting Best Practices & Lessons Learned
- 4:00 p.m. Networking Reception
- 5:00 p.m. Day 1 concludes

Day 2:

- 7:30 a.m. Check-in – Supervisors & Staff
- 8:00 a.m. Supervisor Welcome: Christopher Krawczyk
HV Welcome: Laurel Cima-Coates
- 8:45 a.m. Using ETO & Maximizing its Functionality – Supervisors
Using ETO & Maximizing its Functionality – HV
- 10:00 a.m. Break
- 10:15 a.m. Breakouts – Supervisor & Staff Tracks
Supervisors: CABs
Staff: WEB/Domestic Violence Screening

11:45 a.m. Lunch on your own
12:45 p.m. Breakouts
Supervisors: Reflective Supervision
Staff: Teen Communication Strategies
2:15 p.m. Break
2:30 p.m. Breakouts
Supervisors: Client Retention Strategies
Staff: Home Visiting Safety: Gang Culture & Awareness
4:00 p.m. Break
4:15 p.m. Closing Remarks & Thank Yous – Christopher Krawczyk and
Laurel Cima-Coates
5:00 p.m. Adjourn