



California Home Visiting Program Monthly Conference Call

Meeting Minutes

Thursday, May 09, 2013

1:30-3:00 p.m.

Participants: MCAH Directors and Coordinators of MIECHV Funded Programs

Meeting Facilitator: Chris Krawczyk

I. General Updates - Chris Krawczyk

- a. **Client Enrollment:** Reached a milestone of over 50 percent enrollment and passed 10,000 home visits. Thank you to everyone!
- b. **2013/2014 AFA Packet:** CHVP has scheduled conference calls with specific sites to discuss budget line items that appear to be potential outliers. CHVP hopes to release the allocation table soon; Shabbir to finalize next week. CHVP has revised the scope of work (SOW); a key revision is reducing the amount of progress reporting you will need to do. We hope to get this to you ASAP. Chris will ask if we can release a draft version of the SOW so you get it sooner.

Laurel announced that we are going to have the reports due annually, not twice a year.

Chris Borges discussed the scope of work changes. Roughly 99% remains the same. The biggest difference is under "process measures." We are requesting more process measures to gain qualitative information to back up the numbers. Having it annually will give you more time to create those process measures. We've added goal 6: Data Collection. Other than that, most things have stayed the same.

When we met with directors and coordinators at the TA meeting we talked about year one costs that may not be necessary in year two. We would like to make sure our cost per family served is cost-efficient. When you are



building your budget please keep in mind costs that were year one only and that all line item amounts must be justified.

Chris clarified that AFA would ideally be signed and approved before the start of next fiscal year. In the past, most requests for extension are approved.

A request was made to put the dial in information for this call in the body of the meeting request, which CHVP handled post-meeting. Let us know if you are on the call and have not received the information. We try our best to keep our distribution lists updated. Thank you!

II. TA Meeting Survey and Feedback - Chris Krawczyk

Thank you for responding to the survey. We had about 75 respondents. Overall, the feedback was very positive. Some sessions were more positive than others. Many sites said the afternoon Strengthening Families session focused too much on the tool and didn't help fulfill the scope of work objectives. CHVP will connect with Strategies again about the deliverables and scope of work.

The breakout panels had a very positive response; 100% positive feedback from managers. Supervisors found the triage panel useful. HFA sites found ETO very informative. Both models identified that more information on running and editing reports should be incorporated. The reflective supervision session was very positive, surprisingly more on the NFP side. Sites are interested in more reflective supervision training. Domestic violence received a positive response, although sites wanted more time for questions. Participants found panels to be most beneficial to the whole meeting. CHVP might propose for next year to add half a day and make each session longer to have more Q&A time and more networking with sites. We have reserved the space for next year at the California Department of Public Health in the East End Complex.

Laurel added a comment regarding questions about the Strengthening Families follow-up. If you feel that it's not something you need to do, "I think we can talk about that more and it's not necessarily mandatory. It's offered if you're interested. The 5 protective factors are there to assist you."

a. Idea Tree – Robin Qualls & Laurel Cima Coates

HFA, NFP north and south were instructed to write down ideas of best practices. We compiled all the responses in a spreadsheet and sent it to



you. Sites shared some great ideas; the main themes were relationship building with clients and team support. Solano County's vision board was a popular idea with the sites. Other popular ideas included employing an "outreach strategist," using the ASQ tool to show clients how their babies are progressing and giving students school credit for enrolling in home visiting.

Laurel commented that Black Infant Health uses some visualizing and life planning materials that CHVP will look into to make available for our sites.

III. ANNOUNCEMENT – Chris Krawczyk

There has been an increase of valley fever cases. It's on CDC's radar and CHVP was contacted by the MIECHV Regional Project Officer regarding the possibility that some CHVP sites, particularly Central Valley, may be contacted to participate in a pilot to distribute pamphlets and information. No additional information available at this time.

IV. Updates from Program and Evaluations Section

a. System Evaluation – Robin Pleau

CHVP will be sending you a survey on systems of care; this was mentioned in the January CHVP policy alert letter. It asks about systemic changes in your county since MIECHV was established. The survey will be due in 60 days and CHVP is asking for brief written responses. Greater depth of response will be obtained via a follow up phone call. The survey was developed using information from local program areas.

b. ETO/NFP Form Revisions

We had an opportunity to talk to NFP and go over the revisions. They are very minor. This should not have a major impact on operations.

c. Data Cleaning

We encourage you to make sure you are entering all the data in a timely manner and any items you may have been contacted about should be addressed. We are going to run a report that will revise our first year benchmark data. We are going to run these reports to get an understanding of where we stand today and to see if there is something to address before we submit to HRSA.



d. NFP Update – Sustainability Workshop

Sustainability Workshop for Bay Area NFP programs is June 5. This Workshop is not a result of CHVP funds. The Workshop is the result of funding NFP has received. Participating sites and CHVP staff will provide a summary during the June MCAH Director/Coordinator call.

V. Oral Health – Cheryl Terpak

Cheryl Terpak, an oral health consultant with California Department of Public Health, presented information on oral health. An overview document was made available prior to the call and can be accessed on the MCAH webpage.

VI. Q&A Session

a. MCAH Action – Chris Krawczyk

Chris is working on his Home Visiting update for MCAH Action in two weeks. He wants your feedback on what you want shared with your peers and what you think would be useful. Suggestions included updates on the status of sequestration and the status of funding, the Summit in October so programs without CHVP funding can participate and get educational opportunities, and the SIT workgroup activities. Email Chris (Christopher.Krawczyk@cdph.ca.gov) if you have any future suggestions.

b. Jennifer Gregson made an announcement: Sites have been asking about what everyone is doing for “priority areas;” we will be sending you a document that has explanations. If you do not want your site name on the document please let Catherine or Erica know (Erica.Wilhelmsen@cdph.ca.gov or Catherine.Gilmore-Zarate@cdph.ca.gov).

c. Final question, “When is next progress report due?” The next Progress Report is due July 31, 2013. A new template will be provided.