



Statewide Collaboration Team Meeting
February 10, 2004
1:30-4:00 pm
Family Support Network of North Carolina Conference Room

Minutes

Present: Joni Alberg, Shalisa Baker, Brenda Boberg, Chris Gray, Kathryn Kramer, Chris Lee, Betsy MacMichael, Jeanne Preisler, Julia Rusert, Sally Sloop, Betsy Thompson, Cindy Wheeler, and Irene Zipper.

Sally Sloop, Parent Co-Chair, welcomed everyone and introductions were made.

Irene Zipper facilitated a review of the Joint State and Local Family Support Collaboration Team Meeting held on January 6, 2004 in Greenville, NC. The workgroup discussions were reviewed. Key issues that need to be addressed during the planning for the Strengthening Families Project were identified and discussed. There appears to be a great deal of enthusiasm from local projects about the Strengthening Families Project. Many organizations at the local and state level are eager to be involved in the project.

Brenda Boberg reported on the Local Family Support Collaboration Team efforts. Leann Manausa, who was the parent leader for the Strengthening Families Project at the local level, has accepted a new position. New parent co-chairs were recruited and hired to lead the local Team. They are Shalisa Baker and Chris Gray. Shalisa and Chris are recruiting family members who represent unserved and underserved families in eastern NC to participate in a focus group about the One-Stop Center and the keywords that have been developed. The focus group is scheduled to take place Monday, February 16, at 11:00 am. The next Local Family Support Collaboration Team meeting will take place on Tuesday, February 17.

A coordinating team of has been created to plan the efforts of the project, comprised of Brenda Boberg, Kathryn Kramer, Barbara Leach, Chris Lee, Sally Sloop and Irene Zipper. Chris Lee has developed keywords for the database interface, which will be tested with focus group participants at both the state and local levels. Care has been taken to develop the keywords at a level appropriate for the target audience of the One Stop Family Support Center.

Irene Zipper explained that Rud Turnbull will be assisting the State Family Support Collaboration Team in carrying out a review of existing policies and mandates that support family support efforts. A request was made that relevant policies and mandates on family support from collaborating partners be sent to the Policy sub-committee headed by Cindy Wheeler at More-at-Four, or emailed to Barbara Leach, Sally Sloop, or Irene Zipper.

Kathryn Kramer distributed a handout outlining the responsibilities of the State and Local Collaboration Teams, in order to develop a shared understanding of how both teams can assist each other without duplicating effort. Leadership provided from FSN-NC will help guide the local processes. Local level members are identifying families.

State Level workgroups were established. They are:

Marketing & Publicity – responsible for planning the promotion of the project as it is rolled out across the state. Volunteers for this group are Sally Sloop and Steve Sumerel.

Policies and Procedures – responsible for examining existing policies that act as a barrier to services or conflict with other existing policies. Volunteers for this group are: Cindy Wheeler, Duncan Munn, Cindy MacMichael, and Irene Zipper.

Technology – evaluating the use of technology throughout the project. Chris Lee will work with others around the use of technology.

Grant Writing – Assist in the process of working on writing the proposal for the next level federal grant. Volunteers for this group are: Joni Alberg, Kathryn Kramer, and Irene Zipper. This is really an ad hoc group that will come together as soon as the new RFP is available, and will involve others.

Kathryn Kramer described preparations for the One-stop Family Support Center for eastern NC, which will build on the existing CDR database. It will require the development of a web-based interface that will be easy to use. Focus groups will be implemented in eastern NC to ensure that the tool is both usable and accessible to the target population. Also, we want to know where families currently go to get information, and where they would prefer to go for assistance.

Chris Lee distributed handouts with the proposed icons and categories. One suggestion was to change the icon of the emergency assistance icon to a dollar sign. The web prototype was displayed to the group. Suggestions for improvements to the prototype included adding a category for issues on aging; providing a search box (similar to Google) for individuals to type in their search entries.

The group discussed the need for a disclaimer to the website to let people know that the resources that are included are not endorsed by the project, but rather that the database constitutes a listing of available resources. It was suggested that it might be useful to collect feedback on resources that could be used to determine if a questionable resource should remain in the database. Another idea was to list only resources that are approved/licensed by their respective governing boards. This issue will be examined further by the Coordinating Committee, and legal counsel will be consulted.

The next meeting date is March 11, 2004 at 1:30 PM at Family Support Network of North Carolina.