

INTEGRATED FAMILY SERVICES PLAN ADVISORY COMMITTEE

Minutes of the June 12, 2009 Meeting

I. Welcome/Review Minutes/Introduction of Members

J.C.S. welcomed members and began a round of introductions.

II. High Fidelity Wraparound (HFWA) Update

J.C.S. updated members on the progress of HFWA:

- Conference calls with the state are underway and include discussions regarding creating reports, documents, tools, etc. in order to receive payment through Medical Assistance for HFWA services.
- Six proposals were received
 - KidsPeace
 - Progressions
 - Valley Youth House
 - Family Answers
 - Pinebrook Services
 - Northwestern Human Services
- Review Team and Selection Committee have been established. Parents and youth served on both, as well as, representatives from CASSP, Wraparound and IFSP.
- A provider should be selected within the next week.
- HFWA training anticipated to begin late summer.
- Following the training of staff, HFWA services will be initiated.
- Sixteen families will be involved in HFWA.
- The County will need to establish evaluation tools to ensure the chosen provider is meeting the requirements of HFWA.
- Lehigh County is currently working with the Youth and Family Institute on drafting a contract and budget.

J.C.S. praised providers for the quality of the proposals submitted.

J.C.S. informed Lehigh County has applied for a mini-grant through the Youth and Family Institute and has been awarded \$32,000 dollars. Dollars must be spent by December 31, 2009. After gathering input from parents, youth, and the Executive Committee, funding will be designated for:

- A flexible fund for families.
- Purchasing of equipment to perform required evaluation piece.
- To off set the initial cost of the purchasing of four staff.

III. Lead Case Management Update

P.T. provided the following update on the Lead Case Management Unit:

- R.M. is working with six families. A new family has been added as a result of one recently being successfully discharged from LCM.
- Recovery Partnership continues to meet with families: initially when family enters unit, six months into LCM, follow up and at discharge. Results have been positive.

P.H. questioned if a follow up with the family will be performed six month following discharge.

Members agreed that some form of follow up with the family should be performed.

P.T. stated that complex case review meetings could possibly meet this need.

P.T. agreed to look into.

IV. Review IFSP Comments from Fiscal Year 2009-2010

J.C.S. reviewed comments received from the state on last year's plan. Lehigh County will need to provide a response to the state. A copy of the state's comments are attached for those not in attendance.

V. Review IFSP Comments from Fiscal Year 2010-2011

J.C.S. reviewed highlights for this year's guidelines. Copies of the OCYS Needs Based Budget and Guidelines were requested.

TASK: J.C.S. will forward the guidelines to all committee members.

K.C. will provide requested material.

Lehigh County will need to decide if we wish to submit our plan as a Tier1 or Tier 2 county. Tier 1 counties have the opportunity to apply for Promising Practice grant funding. J.C.S. distributed last year's appendix B and requested that members review as we will need to submit this document again this year.

TASK: Members were asked to provide suggested changes, additions, comments to J.C.S. by July. Feedback received will be discussed at the August 14th meeting.

J.C.S. stated that Lehigh County will need to select two Community Level Outcome Indicators for this year's plan submission. Last year the R.O.A.D. program with East Penn School District met our outcome indicator needs. One option would be to expand the R.O.A.D. program in regards to outcome goals or choose two new indicators. Joe reviewed the R.O.A.D. program for members.

TASK: J.C.S. will forward last year's indicators/goals to members for their review in preparation for discussion at the August 14th meeting.

The state will hold a webinar on the Promising Practices grant. J.C.S., K.A. and possibly P.T. will participate. More discussion on this topic will be held at the next IFSP Advisory meeting.

J.C.S. will complete the Integration Accomplishments survey for Lehigh County through the state's survey monkey.

VI. Assessment and Strategies for Involving Families/Youth in Planning for Integrating Children's Services

Recovery Partnership will offer two meeting sessions on June 25, 2009, 10:00 a.m.-12:00 p.m. and 6:00-8:00 p.m. at Sacred Heart Hospital. Garage parking is being made available. Letters are being sent to families this week.

Discussion occurred with the following suggestions on how to garner participation offered:

- Create a system to track where information is being sent in the community. For example, are schools, community schools, churches, etc. receiving this information?
- Make direct contact with key person(s) who work with/meet one-on-one with parents/youth and ask for their assistance in recruiting parents/youth to become involved. Contact should be on a more intimate level with follow up phone calls made, i.e. instead of speaking with school administration speak with principals.
- Conduct meetings using new communication technologies, i.e. telephone conferences.
- Offer the provision of child care. (It was mentioned that a day care center will be opening on MacArthur Road which may provide non-traditional child care, i.e. TSS and accommodation for later hours.)

TASKS: J.C.S. will add as a goal to next year's plan the creation of a tracking system and provision of child care.

J.C.S. will contact L.W. at Valley Youth House for possible youth involvement at the June 25th meetings.

J.C.S. will contact Recovery Partnership and request that child care be added as a topic to their Advisory Committee meeting agenda.

P.B. offered to have staff approach parents involved in the reunification process to participate.

VII. Next Meeting Dates: Friday, August 14, 2009, 10:00 a.m., Room 123

Prospective Meeting Date: October 9, 2009

Other

J.C.S. noted that on June 15th PIT Team #5 will receive training on the new program being implemented for the entering of information into County web sites.

J.C.S. will contact J.B. for an update on the Network of Care - Lehigh County site. J.C.S. noted there has been a lack of participation from providers in entering program information into the web site.

Agenda items for August:

Review of comments provided to the state on the Plan.

Plan Timeline

Identify Outcome Indicators

Network of Care Update

DHS & IFSP Web site Updates

Submitted by K.C.