

**CORNER COUNTIES EARLY CHILDHOOD AREA FAMILY SUPPORT COLLABORATIVE
MINUTES FROM JUNE 13, 2011 10:00 AM
114 EAST WASHINGTON STREET, CLARINDA, IA
THE CLARINDA FOUNDATION OFFICE**

PRESENT: PJ West/Iowa Dept. of Public Health; Pam Herzberg/Early Childhood Director; Kathleen Keefer/Positive Family; Linda Orme/Positive Family; Joan Gallagher/Maternal Child Health of Southwest Iowa; Heidi Carter/Growing Strong Families, Page Co.; Heidi Lowthorp/Growing Strong Families, Fremont Co.; Angie Lutt/Stork's Nest; Nancy Bond/WCCA-FaDSS; Molly Cummings/WCCA –FaDSS and Cristy Watkins/Green Hills AEA.

PRESENT BY PHONE: Suzette Bates-Leal of West Central Community Action – Early Head Start and Head Start

CALL TO ORDER

The meeting was called to order at approximately 10:00 AM. Pam welcomed those in attendance and introductions were made that included individual program updates.

REVIEW OF TOOL FF

Pam provided those in attendance with a printed copy of Tool FF that had been revised and approved by the Early Childhood Iowa State Board on June 3, 2011. Pam reviewed the document with the group identifying the additional clauses and revisions within the Tool. Pam also pointed out that since Tool FF states “Early Childhood Iowa Area boards shall encourage all family support program in their community to implement a centralized or coordinated intake process” she believes the local Board will make that a requirement within the contracts for SFY’12 for the family support providers.

IDENTIFIED CENTRAL POINT OF INTAKE

Pam shared that the Corner Counties Early Childhood Board had awarded funds to Maternal Child Health of Southwest Iowa for SFY’12 to serve as the Central Point of Intake. Pam stated that although Maternal Child Health is based out of Taylor County they are the Maternal Child Health providers for Fremont, Page, Montgomery and Taylor Counties. Pam also stated that Joan Gallagher and the folks with Maternal Child Health had a proven record of service with the Board as they have been providing the Child Care Nurse Consultant services to Fremont and Page Counties and also the Page County Oral Health Screens that have been conducted in the Page County Preschools.

MEMORANDUM OF AGREEMENT (MOA)

Copies of the DRAFT version of the Memorandum of Agreement containing revisions that had been discussed at the last meeting were provided to those in attendance. Those revisions were indicated in red. Discussion took place and it was determined that instead of Taylor County Public Health being listed it should state Maternal Child Health of Southwest Iowa. The change would be made and distributed via e-mail to those in attendance. Community partners are to take the MOA before their Board for action prior to the next Family Support Collaborative meeting that is scheduled for August 15, 2011. It was also determined that the Release of Information needed some minor changes and PJ West was going to take care of those and get sent out.

NEXT STEPS

The group discussed the next steps that needed to be taken in working toward the Central Point of Intake. It was determined that a committee of four (4) individuals would work on the development of a Central Intake document. Each program was to get their intake document to Pam via e-mail by next Monday, June 20, 2011. The committee comprised of Joan Gallagher, Pam Herzberg, Molly Cummings and Linda Orme will meet on Monday, July 11, 2011 at 10:00 AM at the Corner Counties Early Childhood Office to work on a Central Intake Document for the sole purpose of the Central Intake Project.

ADJOURNMENT

The meeting was adjourned at 11:30 AM with the next meeting scheduled for Monday, August 15, 2011 at 10:00 AM at the same location.

Respectfully submitted,
Pam Herzberg/Early Childhood Area Director