

**FAMILY SUPPORT PROGRAM
ADVISORY COMMITTEE**

Meeting Minutes

DATE: Tuesday, March 12, 2013

TIME: 12:00 p.m. – 1:00 p.m.

PLACE: Oshkosh Human Services Building
220 Washington Ave., Oshkosh
Conference Room #33

MEMBERS PRESENT: Beth Culp, Cindy Flauger, Tracy Gehrke, Elizabeth Jones, Cindy Knaggs, Rob Paterson, Luann Rodriguez, Amy Stack, Erin Hollister and Dorothy De Grace

Elizabeth Jones called the meeting to order at approximately 12:00 p.m.

1. **Approval of Agenda:** Tracy Gehrke moved for approval of the agenda as written; seconded by Rob Paterson and carried.
2. **Approval of Minutes for the December 11, 2012 Meeting:** With no additions or corrections to the minutes, Cindy Knaggs moved for approval; seconded by Amy Stack and carried.
3. **Member Sharing:**

Amy Stack said she and her family attended a State Conference in Madison for Blind & Visually Impaired Children. She found out about services and supports that are available for the visually impaired, which will be helpful for her daughter. She said it was an invaluable experience.

Erin Hollister of the NE Regional Center for Children and Youth with Special Health Care Needs said they will be doing several community trainings—1) regarding the developmental screening tool for kids, 2) oral health care training, and 3) a Bridge to Independence training for caregivers of children with special health care needs.

Liz Jones said that this fall the Fox Valley Technical College will offer a course for a six-credit certificate in the area of autism within the Early Childhood program. It is designed by family members, caregivers, and teachers. The program will be open to the community.

4. **Family Support Program Updates:**
 - **2013 Plan Approval** – Beth Culp said she prepared the 2013 Family Support Plan and asked for any changes and for the committee’s approval before she submits it. She said it is very similar to last year’s plan. She pointed out that a lot of our outreach is done through the school system, other provider agencies and partners in the community. Beth will include some information in the Plan regarding outreach procedures being planned for refugees. The committee unanimously approved the 2013 FSP Plan as presented by Beth.

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- 2013 Statistics – Beth Culp said we expect to serve 112 children with Family Support dollars during 2013. She authorized Family Support services totaling approximately \$111,000 so far for this calendar year.

5. Birth-to-Three Program Report:

- 2012 Stats – Cindy Flauger said they served 269 children in 2012 that were found eligible and had an individualized family service plan developed. This is compared to 266 children served in the year 2011. An additional 154 children were screened or evaluated, but not found eligible for services. There were 77 children referred and the family declined services. We provided support to 618 family members or primary caregivers. We've had 78 referrals year-to-date, and 67 for the year 2012. Cindy said they will be hiring an additional service coordinator because of the increase in numbers of families being served. The state will be doing their on-site review with the Birth-to-Three program this week. Cindy said they will use the feedback from the state as recommendations to include in their Program and Partnership Plan.

6. Additional Items:

Beth Culp asked for suggestions on how to increase attendance at the meetings.

7. Future Agenda Items and Meeting Time/Place:

Elizabeth Jones asked committee members for future agenda items. The meetings will continue at the Oshkosh Human Services Building starting at noon.

8. Next Meeting: June 11, 2013

With no other business, the meeting was adjourned at 1:00 p.m. The next meeting of the Family Support Advisory Committee will be **Tuesday, June 11, 2013** from 12:00 p.m. to 1:00 p.m. in **Room 33** of the **Oshkosh Human Services Building**.

Respectfully submitted by Dorothy De Grace, Secretary