

**FAMILY SUPPORT PROGRAM  
ADVISORY COMMITTEE**

**Meeting Minutes**

**DATE:** Tuesday, June 11, 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, Luann Rodriguez, Amy Stack, and Dorothy De Grace

Beth Culp called the meeting to order at approximately 12:00 p.m.

1. **Approval of Agenda:** Beth Culp asked for a change to the agenda to replace the Down to Earth presentation (Item 4) with a discussion on recruitment of members (Item 7). The committee approved this change.
2. **Approval of Minutes for the March 12, 2013 Meeting:** With no additions or corrections to the minutes, they were approved as presented.
3. **Member Sharing:**

**Amy Stack** said the Down to Earth group's facilitator is in transition right now. Sharon Oberkrieser is the new contact person.

**Cindy Flauger** shared copies of a resource booklet prepared by the Fox Valley Early Childhood Coalition—it is also available on-line. The group is trying to partner with other groups in the area to make sure that families have “no wrong door” into a service delivery system. If families find an agency that can provide service, that agency would have knowledge of additional services offered by other agencies and could make an appropriate referral. There will also be a link to the booklet from the Public Health Department website.

**Liz Jones** said the Fox Cities Walk for Autism is now the largest autism event in the state. They had 3,500 walkers at that event in April.

4. **Down to Earth Presentation:**

The presenter was unable to attend today.

5. **Family Support Program Updates:**

- **2013 Statistics** – Beth Culp said we are currently serving 80 children; 26 of them are receiving Family Support only. They are receiving under \$3,000 and are not attached to a federal waiver which has different requirements and a different level of service. The other 54 children have greater needs and are receiving more long-term dollar amounts that we matched to a federal waiver.

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Beth Culp said we are given an allocation of \$114,613 every year from the state. We authorized a total dollar amount of \$122,000 for services even though we are projecting using only \$98,000. This will give us approximately \$15,000 available. We don't normally provide as much support to younger children because they are dependent on their parents, but we've had a few situations where the needs are much higher than usual so we've made some exceptions in offering those families Family Support money. Beth said we have no waiting list at this time.

### 6. Birth-to-Three Program Report:

- 2013 Stats – Cindy Flauger said the number of referrals per month have continued to be around 35. We've had 203 referrals year-to-date; although some may be repeats because of our follow-up contact with them. Last year we had 158 referrals at this same time. When some children are screened it is determined that they don't need further evaluation. The number of children with an active individual family service plan (IFSP) is approximately 118. Cindy has been having conversations with the Fox Valley Early Childhood Coalition and the Children and Youth with Special Health Care Needs to see if more education could be offered so if screening is done at a primary care office they don't necessarily refer immediately to Birth-to-Three. There are also some families that don't feel they need the support of Birth-to-Three.

Cindy said their on-site review went very well. She shared the documentation of the review. They had no findings of non-compliance through this process. They received good feedback that they will translate into their planning for the future. Cindy said they recently hired an additional service coordinator.

### 7. Additional Items:

Beth Culp asked for suggestions on how to increase attendance at the meetings. Liz Jones will check at FVTC to see if any parents would be interested in being on the committee and attending meetings via poly conferencing system. Beth said when we send out the end-of-year Family Support letters, she will incorporate a letter inviting parents to consider joining the committee. Amy Stack suggested sharing the letter with the Early Childhood and Special Education programs. Beth will share information at the Early Childhood meeting in September. Minutes from our meetings are linked to the Birth-to-Three website through Winnebago County. Liz will create a link from the Friends of Autism website to the Birth-to-Three website.

### 8. Future Agenda Items and Meeting Time/Place:

Elizabeth Jones asked committee members for future agenda items. The next meeting was changed to September 24.

9. Next Meeting: 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, September 24, 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