

Region 2 Help Me Grow IEIC Minutes
January 16, 2013
BRIC Office-Bemidji

Present: Bonnie Engen, Kim Williams, Candy Malm, Christi Boit, Deb DeWenter, Jennifer Kondos, Jessica Niemi, Leila Goggeye, Deanna Mattson-Millar

Excused: John Puglesea, Vicki Wangberg

1) Welcome and Introductions

- a. Recorder of the Minutes-Jess Swedberg
- b. Review and Approve January Region 2 IEIC Agenda-motion made to approve the agenda by Kim, Second by Candy, all in favor.
- c. Review and Approve Region 2 November Minutes-motion made to approve the minutes by Jennifer seconded by Leila, all in favor.

2) Old Business

- a. Draft # 2 Region 2 Succession Plan -Jen Kondos made a comment about having a parent from each area. The group agreed that this was a good idea and discussed the criteria of the parent representative (Parent of a special needs child up to age 12). Group consensus was a \$50.00 stipend/meeting and mileage reimbursement if driving from outside of Bemidji. Ideally would prefer a parent from each of the 4 education units represented on the IEIC.
- b. Implementation of Region 2 Work Plan
 - i. List of Food Shelves – Jessica N. provided contact information about area food shelves (Walker, Pine River, Mahnomen, Akeley, Bemidji, Red Lake, Hubbard County). Nine on the list all have varied hours we need to be strategic how we do our outreach. A copy of the list of food shelves and hours will be included with the minutes. Group consensus was that personal outreach, display boards and brochures would be the most effective outreach and may need to be individualized by area.
 - ii. Kim will pursue having three additional display boards made for public awareness and outreach for Bemidji, PAWN and Red Lake.
 - iii. Draft Power Points were shared to address outreach activities. One power point was for Health Care Providers and the other was for Community Providers. -Information was from Help Me Grow Website Which included: **Community Providers** (statistics of early referral, when should a referral be made, who can refer, how to refer). **Health Care Providers** (what should be shared with parents before refer, what happens before refer, what happens after referral, what kind

of supports, how parents are involved, meet with the family, IFSP/IEP, services provided, what if a child is not eligible, ongoing involvement).

Additions Recommended: add private preschools, private medical providers, and beef up the linkage for information on children who are not eligible.

- iv. List of Referral Telephone/Fax Numbers- Kim is going to e-mail central telephone and fax numbers to verify accuracy.
- v. Updated Help Me Grow Took Kit Items include a new brochure with slight changes and a referral guide for Minnesota Health Care Providers. Brochures were also shared called Learn the Signs Act Early which included milestone moments throughout development, ages and stages, and growth chart with cards and info to track progress. To order www.cdc.gov/actearly or 1-800-cdc-info.
- vi. Area Health Champions and Contact Resources- Kim will update the generic regional referral form and telephone/fax list, order 2000 updated HMG brochures, order labels for brochures. Each IEIC member was asked to identify an area health champion who has been a supportive partner in early identification and referral.
- vii. Outreach Schedule for Resources, Presentations, and Contacts
 1. Red Lake Indian Health Services and Children and Family Services (Jess)**March**
 2. Leech Lake IHS presentation for staff (Leila) **April**
 3. Village of Hope Presentation for Staff (Kim)**April**
 4. Sanford Bemidji Clinical Nurse/Supervisor Peds/OB (Bonnie, Jess N., Jen) **April**
 5. Bemidji Food Shelf (Jen)**April**
 6. Northwoods Coalition for Family Safety (Deb)
 7. Walker/Akley/Park Rapids Food Shelf (Candy)**April**
 8. Leech Lake Child Welfare –**May**
 9. Bemidji Thrive (Deanna)**June**
 10. Sanford Mahnommen/Essentia (Christi) **June**

Resources to be Ordered and Distributed for Outreach/Child Find:

- Referral Guide for Minnesota Health Care Providers & Region 2 referral numbers (laminated)
- Jump Drives with Power Points and Referral Forms
- Food (group consensus was that presenters would requisition food via a BRIC requisition form as needed)
- Back to Back copies of the generic Region 2 referral forms.

