

IFSP Executive Committee Meeting

Minutes of the October 25, 2010 Meeting

I. Welcome

J.C.S. welcomed members to the meeting and introductions were held.

II. ICSP FY 10-11 Budget Update

A. REVIEW FY 2011/2012 SUBMISSION

- J.C.S. reported that the 2011/2012 Plan was submitted. A request was submitted for Promising Practices Grant around Family Youth Engagement. J.C.S. reviewed that she submitted for holding meetings with families to get input with providers and having meetings at provider agencies.
- Over the next year, J.C.S. would like to create two workgroups and to work on scheduling and developing meetings with families. She would like to have a group ready and working on logistics before the funding is received.
- Funding was also requested for an Educational Forum Day for the community.
- D&A is working with Students against Drunk Driving (SADD) groups this year to do a pre-prom activity. L.T. reported on the SADD Kickoff being held in the Public Hearing Room at the Government Center.
- L.T. gave an update on the grant money that was received. The first part was to train 24 school personnel in Student Assistance Program (SAP) certification. There are nine hours each for 10 districts for additional ancillary staff's training to educate on D&A issues and also the SAP referral process.
- The last part of this years grant money went to start-up costs for the Rubbing out Alcohol and Drugs (ROAD) program. This is not only for JPO kids. The schools can make referrals to the program as well.
- Funding was requested for the Family Group Conferencing to print their coloring books and also for Early Intervention for their Babies First Books. There were funds to purchase these books in the current year and will also be available next year. Books are purchased to promote literacy to families with babies. A request was made to update Information and Referral as well.

B. GOALS FOR NEXT YEAR

- J.C.S. mentioned that for next year she would like to focus and improve on what is already being done and implement this into a regular day of serving families. She would like to focus on things that need to be done with Systems of Care (SOC) and also continue with High Fidelity Wraparound.
- She would like to work on creating committees and developing the tools needed for the Common Assessment and Referral Form. The goal is to have one assessment done.

- A Case History Form was created a couple years ago to be used with Lead Case Management. R.M. commented that it would be helpful if parent background information could be added as well.

III. System of Care Update

- Lehigh County was selected as one of the first five counties to move forward with Systems of Care. J.C.S. thanked everyone for their help with signing the letter promptly. A copy will be sent to everyone. As discussed last month, there will be \$200,000 given to the first five counties.
- J.C.S. reported on a conference call being held with the Systems of Care Partnership Committee on Wednesday, October 27. She will report back with the information and discuss at the SOC Committee Meeting on their expectations and a timeline.
- B.F. suggested addressing what is required via the grant and the requirements of the five counties. The courts wanted the group to look at a better way to process and handle multi-system children.
- J.C.S. asked the group how they will want to approach multi-system involved youth that are also possibly court involved. There was talk about creating a juvenile cross-system team with management level representation from each office.
- J.C.S. asked if the group wants to focus more on another target population in sub-committee meetings or continue with age range of 8-21. The courts would like to focus on the Adult Team MISA concept as it has worked well and has been successful.
- J.C.S. mentioned there are 14 areas that the State will be looking for in the first couple of years. Most of them are already being worked on. J.C.S. reviewed and discussed each item with the group.
- R.M. asked about where they are with computer systems and if information is going to be shared among offices. She commented it would be very helpful. J.C.S. responded that one form for referrals is to be developed and one for assessments. J.B. reported on ISIS and mentioned IT is looking for an additional programmer to help build the program themselves.
- The State Child Welfare is looking to develop a Statewide System. P.B. received a call that ISIS has been accepted.
- J.C.S. will speak with J.C. in regards to working with IT to discuss moving forward with ISIS and possibly holding another meeting. J.B. mentioned that if the offices update KEA, the information will go across offices, but B.F. stated not in JPO. B.F. mentioned it would be easier for them if there was one referral.

IV. Office Updates

J.C.S. thanked K.M. for the email she sent reporting the hits to the website. R.M. commented on how grateful she is for all the information that is kept up to date and how helpful it has been. K.M. commented on how well the PIT Team 5 members have been doing keeping up with the changes and additions.

P.T. shared information on a Regional CASSP Coordinator's Meeting she attended. She asked for information on what other counties do for stipends and things that people were using with families and youth they are working with. Discussion followed on some ideas and some items that other counties offer. J.C.S. will find out more and place it on the agenda to discuss formally at the next meeting.

T.B. reminded the group that the permanent date of the Allentown State Hospital closure is December 16. He reported being up to date with placements and obligations and thanked all the staff that are involved. There is still a struggle to put together an Extended Acute Care (EAC) program. T.B. explained it is a backup system for people who need a certain level of care. He gave an update on the programs that are being worked on as a result of the closure. They expect to have everyone out of the ASH by the beginning of December.

P.B. reported that Lehigh County is one of three counties chosen for Family Finding Super User Training, an intense five-day program for people who have already had their training in family finding. The training runs January through April.

D.K. reported on a training which was held on "Motivational Interviewing" for the probation officers. There will also be an Evidence Based Probation introduced in January. This is a three year process which will teach skill building with clients. Another thing recently introduced was Detention Risk Assessment to staff. Berks County has had success with this and things are going well.

D.K. also mentioned that the Evening Reporting Center opened on September 27th as an alternative to detention as a 30 day program where the juvenile attends after school from 3-9 p.m. and are then transported home. The program is available for Allentown and Bethlehem youth and is a pilot project. There are 12 slots available and are for males only. The program is not meant for therapy, but to address some issues and accountability. It is through The Children's Home of Reading.

**Next Meeting Dates: IFSP Executive Committee Meeting
Monday, November 22, 2010, 9:30 a.m., Room 201**

**IFSP Advisory Committee Meeting
Friday, November 12, 2010; 10:00 a.m., Room 123**

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