

**Kalamazoo Wraps**  
**Integrative Action Team Subcommittee Meeting Report**

**Subcommittee: Training**

**Date: 04/13/09**

<b>First Name Last Initial</b>	<b>Affiliation</b>	<b>Present</b>
Rebecca C.	KCMHSAS	√
Gisela L.	ASK	√
Mackenzie H.	ASK	√
Martha B.	Schoolcraft Schools	√

<b>First Name Last Initial</b>	<b>Affiliation</b>	<b>Present</b>
Michelle Houtrow	KCMHSAS	√
Renee Huff	KCMHSAS	√

**If additional input was sought outside the meeting, please describe:**

**Topics Discussed:**

**I. Approval of Minutes 3/9/09**

**II. Topics For Discussion**

**Review Task List**

**Becoming an Advocate for Your Cause – Training Debrief**

**Sibshops Planning**

**III. Recommendations to the Integrative Action Team**

**IV. Review of Assignments**

**V. Upcoming Meetings**

**Monday, May 11<sup>th</sup>**

**Conclusions Reached:**

**I. The group reviewed and approved the 03/9/09 meeting minutes.**

**II. Topics for Discussion:**

- The group reviewed and updated the task list.**
- Becoming an Voice for Your Cause – Training Debrief**  
The group reviewed what went well during this event:

- 86 people attended overall. 49 training participants, 14 public and elected officials, and 23 youth from Calling All Youth or in Childcare.
- Many people volunteered to make the event a success, including parents from the Parent Advisory Group.
- It was well attended.
- Food was good.
- Location was good.
- Lobby was set up well with the Advocacy Services for Kids, KCMHSAS, and Kalamazoo Wraps booths and attendees were visiting the booths.
- Moving from the auditorium to a separate place for dinner.
- Informal dinner had good discussions, so much so that people didn't want to stop talking!
- Families reported they were glad they had the training prior to engaging in information discussions with policy makers.
- The phone calls from PAG and CAY really made a difference in the public official turnout.

The group identified what might need to be considered or different for the next training:

- A lot of people were lost when transitioning from dinner back to the training in the auditorium.
- Better preparation for Calling All Youth, either with a separate training or preparation before the training to talk with the public officials.
- If Calling All Youth can't make it through an entire training, have an alternative available to them.
- Separate childcare by ages (older versus younger).
- Because we lost a number of people after dinner, our evaluation return rate was very low.

The group identified a number of follow up activities which are listed on the task list.

- **Sibshops Training**

Rebecca will begin planning for Sibshops, to be held June 18<sup>th</sup> and June 19<sup>th</sup>. Sibshops are opportunities for brothers and sisters of children with special health and developmental needs to obtain peer support and education within a recreational context. The goal of this trainings is to 1) educate our community on the needs of siblings and 2) train a group of people to hold Sibshops in our community. More specifically, the first day of Sibshops is geared toward anyone who wants to learn more about sibling issues. The second day is geared toward training individuals who want to be Sibshops facilitators.

Several logistical details were discussed:

- Parents not employed by any child-serving agency are eligible for a scholarship to attend the training.
- The fee to attend the training will be approximately \$100.
- Parents will be able to complete an application to apply for a stipend to cover childcare.
- A stipend for typically developing kids, who will be ask to participate on the second day, will be pursued.
- The group suggested considering Chenery Auditorium and KRESA as possible venues to hold the event.

- The target attendance for the first day is approximately 60-100.

III. Recommendations to the Integrative Action Team (IAT). None.

IV. Review of Assignments.

V. Upcoming Meetings (Monday, May 11, 2009)

**Recommendation(s) to Management Team and Person(s) responsible:**

Who	Task	By What Date
Rebecca	Will draft a thank you letter for the public and elected officials and submit to PI/PD's for approval.	In process
Rebecca	Will talk with Carolyn about creating a survey monkey survey for public officials	In process
Rebecca	Will draft an outline of a letter to the editor and forward outline to Gisela	Completed
Gisela	Will flesh out letter to the editor and present to PAG for review.	4/21
Rebecca	Will contact Michele Corey and Mackenzie about establishing an advocacy training geared toward youth.	Completed
Rebecca	Will contact Michele Corey and Renee Huff about partnering for May 8th.	Completed
Gisela	Will talk with PAG about holding a more advanced advocacy training with Michele Corey.	5/21
Rebecca	Will begin drafting flyers for Sibshops.	Completed
Rebecca	Will seek locations for Sibshops.	Completed

For a listing of acronyms, please see: <http://kalamazoowraps.com/files/Acronyms.pdf>

Submitted by: Rebecca Clore

Date: 4/13/08

Upon completion, forward this report to the Lead Evaluator and Technical Assistance Coordinator of the grant.