

TEAM: Kalamazoo Wraps Management Team Meeting Minutes

DATE: Tuesday, August 12, 2008

CHAIR: Michelle H.

ATTENDANCE: Rebecca C., Michelle H., Renee H., Sue I., Sharon R., Dianne S., Carolyn S.

AGENDA ITEMS

KEY DISCUSSION POINTS, OUTCOMES & ACTIONS

#1 REVIEW OF MINUTES	The minutes were approved.
OLD BUSINESS	
#2 OLD BUSINESS Review Task List	Updates were made to the task list.
#3 WORKGROUP UPDATES Calling All Youth - Jacalyn ***** Cultural & Linguistic Competence – Sharon ***** Evaluation – Carolyn ***** Parent Advisory Group – Dianne ***** Social Marketing – Renee ***** Sustainability – Pat/Michelle ***** Training – Rebecca	Jacalyn was absent. Dianne gave a brief overview of what is happening with CAY. Jacalyn will be working with National with regard to trainings. Jacalyn will provide more detail next month. The CAY activity log will determine what presentations by CAY could be considered trainings. Re: Presentations - Rebecca asked that all workgroups send a brief description on what is being presented, a copy of the notes and sign-in sheet to her so that she can determine if it could be considered training. ***** Sharon and Michelle presented the strategic plan to project directors and Cindy Lowe. Also will present to executive team on September 2 and to _____ October 10. Achilles will have a training on Latino population at the end of August. Sharon stated that we seem to be missing connection with groups as far as trainings. The community is asking for more diversity related trainings. ***** Carolyn stated the National Evaluation Study Child Behavior Checklist showed significant improvements. More information will be published in the upcoming newsletter. When Carolyn has presentation ready, she will present to the supervisors first. ***** Dianne stated that the new brochure is complete and she gave the new brochure to each group member. Gisele L. will be a liaison to facilitate communication with PAG and will attend PAG meetings to take notes. ***** Renee finished the PAG brochure. She attended the National Night Out (sponsored by the Northside Community Association) last week in downtown Kalamazoo. There were about six booths and attendance was down this year. She would like to participate next year. The new KWRAP brochure will be ready soon. ***** Michelle will put together a sustainability report card/local evaluation giving sustainability over all grant projects. ***** Training meetings are now held once per month. Rebecca is putting together a training needs assessment. There are four categories: 1) Access Services; 2) Treatment Modalities; 3) Self Care; Effective Advisory & Leadership. She has taken the last four years and broke the trainings into groups by topic. We need improvement in the area of cross training and getting parents into trainings. PAG is interested in co-training skills on effective training. Gisele will prioritize activity log of presentations and send to Rebecca.

NEW BUSINESS

<p>#4 NEW BUSINESS</p> <p>Management Team will bring back recommendations to IAT for the next step toward partnering with Primary Care Health</p> <p>*****</p> <p>Evaluation Back to School Picnic – Carolyn</p>	<p>Management Team brainstormed ideas for partnering with Primary Care Health, i.e. “Morbidity and Mortality in People with Serious Mental Illness” presentation given by Fran D.</p> <p>Dianne recommended a book with lots of good ideas - “Strategies for System Change in Children’s Mental Health, A Chapter Action Kit.”</p> <p>Rebecca suggested a networking event in a nice location with dinner. A local physician would be the presenter and the invitations would come from the doctor.</p> <p>Dianne stated that we need to figure out our target: Community Mental Health or private agencies. Some local physicians were suggested as possible presenters.</p> <p>Sharon indicated that the suicide prevention plan has quite a crossover.</p> <p>Center for Medical Studies and the Family Health Center would be great resources. *****</p> <p>Evaluation is planning a Fall Fest in October for evaluation participant families. Michelle suggested that a similar event be held either quarterly or every 6 months. She would like Carolyn to find out what other sites are doing in the way of events (pizza parties, etc.)</p> <p>Sharon suggested that church groups may be willing to assist with events.</p>
<p>#5 REVIEW OF ASSIGNMENTS</p>	<p>Assignments were reviewed.</p>
<p>#6 NEXT MEETING</p>	<p>Next meeting will be on September 9, 2008, 1-2:30 p.m., 432 W. Crosstown Parkway. Dianne will chair.</p>