



Meeting Minutes-State Interagency Team Meeting

Thursday, January 26, 2017

2:00-4:00

Facilitator: Cheryle Bilodeau

Note Taker: Cheryle Bilodeau

Present: Charlie Biss, Monica Ogelby, Amy Lincoln Moore, Diane Bugbee, Clare McFadden, Alicia Hanrahan, Jen Gresham, Cindy Tabor (joined by phone at 3:15), Pam McCarthy (by phone), Kathy Holsopple (by phone)

Regrets: Barb Joyal, Amy Danielson, Melanie D'Amico, Laurel Omland, Will Eberle

Agenda Item	Discussion Notes	Next Steps
<p>Act 264 Nomination to discuss</p>	<p>Joanne Wells-she has a broad view of the system of care, involved in IFS, would be a great addition to the board. She's a great team player. Hearty agreement from SIT to approve this nomination.</p>	<p>Cheryle will send approval letter from SIT-done 1-27-17 after meeting</p>
<p>Discuss IAST Funding</p>	<p>Notes from April 2016 Meeting:</p> <ul style="list-style-type: none"> • <i>Kathy asked for SIT's support to get the IAST payment situation straightened out. There was some discussion of how the funding process happened in past years: 4 departments each gave 25% of the needed funds to DMH through Melissa. These funds were matched through IV-E funds and were managed via UVM. IV-E and UVM are no longer part of this process. At today's SIT meeting, it was decided that departments will get funds to DMH who will put these funds in VFF's DMH contract. Cheryle will follow up on this piece.</i> • This was paid last year for two years ago. • \$10,000 total for this portion of the work – each dept. put ¼ of this in. • There is a need for FY17 and how to pay for this work ongoing. • The funds are to advertise, hire and oversee the parent reps around the state. This is not the broader system involved in family/youth involvement. There is a separate contract that pays parent reps for LIT's. (DMH pays for this work) • It would be helpful to have the end of this fiscal year to pay for this past fiscal year; moving forward we need this at the beginning of the fiscal year. 	<ul style="list-style-type: none"> • The Federation is looking for funds this year and to keep this the same moving forward. Cheryle will speak to DAIL, DCF-FSD, VDH-MCH. • Cheryle will write up a short explanation of this for the departments.

	<ul style="list-style-type: none"> • If everyone were committed to giving a share DMH would put it in at the beginning of the fiscal year. • VFFCMH had a verbal conversation with AoE that the best way for AoE to contribute funds would be in a separate contract. This conversation will continue between Kathy and AoE staff. • It makes more sense to do one contract rather than separate ones; it's a matter of how we do that in a way that makes the most sense. 	
<p>Discuss/debrief SIT case consults from December</p>	<ul style="list-style-type: none"> • This group makes recommendations and it is still up to the depts. to make decisions so we need to remember and be clear with our stakeholders that we are a think tank and we do not authorize. • Felt rushed to make a decision with two cases • For both situations had multiple perspectives and we would like to have had more information to make a decision—we felt like we were missing pieces • Not every LIT includes family voice in their discussion • We had moved to a place of family voice – one of the things we found with the packets received was that it didn't always include family voice. • When the family voice is heard we also need to make sure we hear from other team members • We have to figure out how to do it better; SIT needs to model how we can have difficult conversations with families in the room—some felt families should be reached out to before SIT rather than be on the phone during SIT • Could the parent include a letter in the packet? How do make sure everyone's perspective is heard? • It is important that each entity on SIT reaches out to find out more information – dept., SIT Coordinator to LIT Coordinator and family voice to the family member. • When we make a decision at SIT we need to be sure if we change our mind or don't agree we say it in the room or back with the group—not when we leave. 	<p>We will talk more fully at our next meeting about family voice and how that is captured at SIT when we have a referral from LIT</p>
<p>Debrief LIT Extravaganza</p> <ul style="list-style-type: none"> • Schedule next statewide meeting • Discuss how to provide support to LIT's 	<ul style="list-style-type: none"> • Friday, Oct. 20th –saved Sally Fox Conference Center • Leadership series run by VFN – is there crossover there for recruitment? • Consider asking LIT's to present at next LIT Extravaganza • Parent reps still want two more trainings where they have time separately with other parent reps—this means we need to consider the funding that needs to exist for this 	<p>Sally Fox Conference Center has been booked for Oct. 20th</p> <p>Clear decision-- we need to support and focus on LIT—getting parent reps in LIT's and the practice working</p>

	<ul style="list-style-type: none"> • Six regions don't have parent reps right now; there is a huge training need about the Act 264 process (Newport, Brattleboro, Bennington, St. Albans, Hartford, Middlebury do not have parent reps.) • As a SIT we should be very concerned about how parent rep recruitment AND for the LIT's with a parent rep are educated about family involvement • Morrisville—all new LIT members (Amy) • Rutland—has asked for a SIT rep to come (Amy) • Bennington—Cheryle, Alicia, Cindy, Amy • Be able to share information from LIT's functioning well to hear from them about what is going well • Strengths we know about: Barre-great at having conversations with parents, Chittenden-strong LIT—both have long-standing parent reps, Rutland-do training for new people on a regular basis. • Set up mentoring process to connect LIT's? • Visit Barre—Alicia, Diane, Amy & Cheryle—Feb. 14th at 9:00 – Amy will reach out to LIT to let them know about us coming and provide the questions ahead of time • Burlington to gather information—Diane, Charlie, Monica • Questions to ask Barre and Burlington: <ol style="list-style-type: none"> 1. Talk about your process: <ul style="list-style-type: none"> ▪ How does your LIT work? ▪ How do you use your parent rep? ▪ How do you help a parent coming to LIT feel comfortable? ▪ How do you identify lead? 2. What's working well on your team? 3. What do you do when there are disagreements among team members as to what folks want? 4. What are the challenges you face? 5. What do you see as your biggest asset as a team? 	<p>with families needs to be more inclusive where it isn't.</p> <p>We need clear talking points for LIT's so we have a consistent message for them when we go to their meetings.</p> <p>Cheryle will reach out to LIT's to schedule outreach</p> <p>Task a group here with recruitment of parent reps</p>
<p>Act 264 Board and SIT collaboration</p>	<ul style="list-style-type: none"> • How do we communicate together between SIT and the Act 264 Board? 	<p>Cheryle will bring up at Act 264 Board tomorrow</p>