



Contra Costa County



Meeting: Program Services Committee Date: 1/9/19 Time: 5:30 to 6:00

Location: Civic 221 Facilitator: Magda Recorder: Tracy

Attendees: See sign-in sheet

TOPIC	SUMMARY
<p>Desired Outcomes / Agreements Reached</p>	<p>Tracy explained the purpose of updating the Selection Criteria and the Recruitment Plan annually – part of the HSPPS.</p> <p>Magda requested one of the parents to volunteer to present at the PC meeting this month, Katie volunteered to introduce the documents and Tracy would be there to give the brief overview of any changes (to both documents).</p> <p>The group discussed the Priorities/Selection Criteria first</p> <ul style="list-style-type: none"> - Emma suggested switching the order of TANF recipient and homelessness, the group agreed to make that change to the Infant/toddler priorities. It was not necessary to change the preschool criteria because both items are weighted equally in the “special circumstances” section. - Emma asked why were the “special circumstances” not included on the infant/toddler criteria. Tracy explained that many of those items are chosen when completing the Family data sheet – so that while not specifically indicated they are taken in to consideration. Tracy to follow up to ensure those items are all associated with the family, and add to the infant/toddler criteria as well if deemed appropriate. - Tracy brought up that the infant/toddler age range for children enrolling in our EHS CCP in an FCC can be up to 48 mos. – will confirm if it is appropriate to include in the age range on the document. <p>The group then discussed the Recruitment plan:</p> <ul style="list-style-type: none"> - All participants had reviewed the document prior to the meeting, the group agreed we could forego reading the document aloud and just proceed to discussion. - All agreed the plan was very extensive. - Daisy asked that partnerships/recruitment be specifically indicated with Services agencies – such as; OT centers, ADA Centers, and therapy centers where the children with IEP/IFSP go to services. We agreed that we can add that to the section on the second page “Contact Agencies Serving Children”. <ul style="list-style-type: none"> o Tracy will follow up with Pam Arrington for the names of some specific centers or an appropriate term to include these locations as a group. - Tracy brought up our expanded presences on social media including a newly created Twitter account. Will inform group of the location of that addition on the document. (pg 3 – Any opportunity for free ads in local media)

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Next Steps	<p>All of the additions will be completed on 1/10/2019 with updated documents sent to Imelda for inclusion in the PC meeting packet for January. I have a couple of items to clarify with Pam Arrington and Christina before I send the amended documents to everyone.</p> <p>Feel free to give me a call or send an email if you have any questions or concerns.</p>	
Meeting Evaluation	<u>Plus</u> Finish in time Great feedback	<u>Deltas</u>