*All New Haven children, birth through 8 are healthy, safe, thriving in nurturing families*

 *and prepared to be successful lifelong learners.*

Priority # 3 Infants and Toddlers

September 10, 2015

Attending: Kathleen Hagearty, Betsy Weber, Ebony Manning, Elisabeth Teller, Christina Nelson, Evelyn Flamm, Janet Alfano, Yoo Jin Chang

* Finalize the survey and plan to pilot it with committee members – Question 7 of the survey was reviewed electronically prior to the meeting and during the meeting was reviewed via paper copies.

Feedback from electronic revision: There was a need for clarity in instructions for the email. Some had troubles opening the survey past question 6.
There was a consensus that the identification of whether each question within the survey was categorized either screening or assessment, was not necessary.
Edits to be made are below:

* + Question 7a – a request for the response to have an indicator for “all” or “same as prior”
	+ 7b – Diverge from the option “The results are shared with the parents”, into two options: “The results are shared with the parents within normal limits” and “The results are shared with the parents within abnormal limits”.
	+ 7c - Omit.
	+ 7d - Flip 7d and 7e.
	+ 7f –Omit.

As a disclaimer will be added in the introduction that this committee and the NHECC are not endorsing any particular tools, and that if any version of the tools identified is used, that the question of its use should be answered affirmatively. On behalf of question 7d, we will need to clarify within the disclaimer with a definition of the primary caregiver/parent at the child’s age from birth to 3 years. There was a consideration which will require further discussion, to add language to the disclaimer with “For the purpose of this survey…is/are the screenings being used.”

The questions will be edited by Janet. There will be two trial and edits for the survey, and then it will be available for providers, members, and anyone we can get to. This will be announced at the October council meeting and sent out by November’s council meeting. Until then, we will consult with Kim about measurable results from the survey.

There was a discussion about asking the council to spend of the committee’s or council’s grant money to expand capacity of the survey by investing in an account for Survey Monkey or another advanced survey system accessible for all members. Especially for acquiring the tools that will manipulate the initial screen to have selectable options catering around which survey an individual will receive.

* Item #3: Engaging pediatricians/Medicaid providers in the importance of screening/assessment– how to reach this community to encourage developmental screening and engaging parents.

This was held off until the next meeting when Crystal came back. Kathleen will email Crystal.

* Review the spreadsheet of partners

Requesting collaboration of Yoo Jin and Gale to create an updated master list of members and guests. Also another list for tracking attendance within the last 6 months. Kathleen and Gale will email Yoo Jin with materials to do so.

Need for categorizing the asks/tasks of partners we still need to recruit and organize how they want to support NHECC and the Infants and Toddlers Committee.
Edits to be made are below:

* Omit “Program” column
* Omit “Comm Member NOT NHECC member” column
* Add “& Committee member” to “NHECC Member Orgs – ID’ed as I & F partners”
* Add “All Our Kin” with potentially “Allison” to the “organization name” column and NHECC member column.
* Ebony will bring data that Zero to Three has reported on their state fact sheets for CT

No data was available, the process of collecting the data has not started yet. DCF does not have data yet, Ebony is meeting with DCF on September 10th.

* There was an announcement that All Our Kin is looking for applicants for a children’s advocate.
	+ More information on the website.
	+ Requirements: Bilingual in Spanish and English, Bachelor’s degree (Master’s preferred).

Next meeting – October 14th at the United Way at 3:00 pm

* + Draft agenda