

Workgroup Meeting Agenda.

Action & Family Council Members.

Date: November 20th PM and November 21st AM, 2023.

Attendees.

Council members present: Allyson Stefani, Elizabeth Halim, Jessamyn Kryska, Keith, Arisbet Figueroa, Charlotte Erickson, Julie Center, Roma Razivi, Yazmin Tejada, Nicole Woodcox Bolden, Wendy Mamola, Nancy Salvador, Kristen Ford, Agnieszka Moroni, Clare Giurida, Olga Khamichonak, Kate Warach, Lisa Merdinger, Carrie Rafalski, Vikki Podlipni, Tina Vanderwarker, Cashe Knox.

Agenda.

1. Welcome/Check-In/Group agreements, Icebreaker.

Notes: Ilinca welcomed everyone and lead an icebreaker. Ilinca announced Dr. Smith's presentation on January 11th from 9:30 to 11:00am leading to the cancellation of workgroup meetings on Monday and Tuesday that week. She confirmed that invites for the presentation would be sent out by Nina.

2. Break up into 2 workgroups:

Recommendation 1: "Build partnerships with health care providers such as developmental/mental health providers and local pediatricians. Increase access to early screening and resource sharing. "

Recommendation 2: "Create a path for information sharing with families and help families make connections to community resources..."

- a. Review and finalize SMART goals (Questions #3 and 4 on Action Plan Template).

Notes: Discussed condensing several SMART goals into one or two goals with several steps.

- b. Discuss the following questions:

- (i) What are the goals that must be achieved to implement the recommendation?

Notes:

Recommendation 1:

- € Collaborate with community partners to **identify healthcare providers and resources** in the Region for caregivers and families.
- € Between X and Y, work with community partners to **create marketing materials for healthcare** for distribution to caregivers, families, and healthcare providers.

Recommendation 2:

- € **Collaborate with community partners** to increase information and awareness about educational resources in their community among caregivers and families.
- € Collaborate with CCR&Rs in Region to discuss information sharing and identify other partners who should be involved in the conversation by X

(ii) What are the anticipated risks/barriers to meeting goals?

Recommendation 1:

- € Time, funding
- € Overstepping/offending pediatricians
- € Buy-in from providers, healthcare leaders/providers
- € Permission to hang/distribute posters
- € Googling vs. using our resources

Recommendation 2:

- € Identifying who will maintain the list/resource document
- € Money
- € Translation

Both groups discussed marketing methods and potential barriers to achieving their goals, such as funding issues, and proposed exploring potential funding sources.

Before the next meeting...

Assign follow-up tasks, such as creating a regional map with existing collaborations/coalitions and identifying priority populations.

Meet twice in December to continue working on the action plan, which will then be presented to the entire council in January.