



**Door County Partnership for Children and Families (DCPCF)**  
**Meeting Minutes**  
**Friday, December 8, 2017**  
**Justice Center – Multipurpose Room**

*The Door County Partnership for Children and Families, together with our partner organizations, is dedicated to connecting people to resources through a family-centered approach in order to achieve social emotional well-being and school success.*

1. Welcome and Introductions

- a. Ann Smejkal and Mary Ellen Smith (DCPCF Co-Chairs) welcomed everyone to the meeting and thanked everyone for attending. Cookies were generously provided by Mary Ellen Smith and Cindy Zellner-Ehlers. Thank you for the delicious treats! A short Holiday song title game was played to start the meeting off.
- b. Agency Updates - This was an opportunity for everyone to share upcoming events or exciting news that they may have. For future meetings, please feel free to bring any flyers you may have and updates you want to share.
  - Rebecca Nicholson (DCPCF)
    - The Community Connections service through the DCPCF is now live and accepting referrals, as of November 1<sup>st</sup>. So far, everything is going well. The 1<sup>st</sup> family referral was made on November 7<sup>th</sup> and currently, there have been 4 total referrals made to Community Connections (from 3 different providers). Rebecca is working with these families and referring them out to the appropriate Service Providers as needed.
  - Cori McFarlane (Door County Department of Human Services)
    - The Door County Department of Human Services is currently recruiting for several different positions. Please help to spread the word to anyone who might be interested. You can find additional information about the available positions on the Door County Government website: <http://www.co.door.wi.gov/>
  - Kris Miller (Cradle to Career/Lakeshore CAP)
    - Kris reported that this month, she is seeing a lot of housing issues and the challenges of finding appropriate childcare for families.
  - Abby Brown (HELP of Door County)
    - HELP of Door County has served 50% more clients this year than last year.
  - Nikki Voight (Door-Tran)
    - Door-Tran has been busy and is in the process of hiring another Part-Time employee.
  - Beth Lokken
    - The Door County Reads Book will be announced December 15<sup>th</sup>, with books to be given away on December 18<sup>th</sup>. The book will also be available in electronic versions.
  - Gina Felhofer (Family Services)
    - Family Services received a Rotary Grant to purchase State Park passes for the families in the SELF program. The purpose of the passes is to allow SELF workers to show families how they can use the State Park for self-care, recreation, etc.

- Tenley Koehler (UW-Extension)
  - The UW-Extension reorganization is still continuing and UW-Extension will be merging with UW-Madison.
- Candis Dart (DCPCF) – these will also be shared in the next DCPCF Newsletter
  - United Way Open House: Wednesday, December 20<sup>th</sup> from 9:00 a.m. – 12:00 p.m. at the United Way Office (57. N 3<sup>rd</sup> Avenue, Lower Level of Associated Bank). Everyone is invited to attend.
  - RACE: The Power of an Illusion – 3-part series and discussion
    - a. Hope Church on Tuesday January 9<sup>th</sup>, 16<sup>th</sup>, and 23<sup>rd</sup>
- c. Please continue to watch for the DCPCF Newsletters. A lot of important information is shared through this newsletter. If you do not receive the newsletter or if you have any information that you would like shared, please email Candis at [doorcountypartnership4children@gmail.com](mailto:doorcountypartnership4children@gmail.com).

## 2. Committee Reports:

- a. Collaboration Committee – Vicki Dantoin
  - Door County Parents website: [www.doorcountyparents.com](http://www.doorcountyparents.com)
    - Rebecca has been working to keep the website up to date and relevant. If you see anything that should be changed or updated, please let Candis ([doorcountypartnership4children@gmail.com](mailto:doorcountypartnership4children@gmail.com)) or Rebecca know ([partnershipconnector@gmail.com](mailto:partnershipconnector@gmail.com)).
  - Provider Section of the Door County Parents website: [www.doorcountyparents.com/providers](http://www.doorcountyparents.com/providers)
    - The password has been shared previously with providers. If you are in need of the password, please contact Candis.
      - a. This password is the same for all providers. The reason for having the page password protected is to prevent the general public from getting confused by the provided information. There will not be any private information stored in this section of the webpage.
    - Please take some time to explore the website. The purpose is for it to be used as a resource. We will continue to post information from trainings and subcommittee meetings, as well as information about upcoming trainings and events.
    - Please let Candis know if there is anything that needs to be changed, added, or updated.
  - Trainings and Collaboration
    - The Collaboration Committee is continuing to look into several different training opportunities. Watch for information and trainings to come in 2018.
- b. Parent Education Committee – Tenley Koehler
  - Raising a Thinking Child
    - The Fall 2017 session of Raising a Thinking Child ran from October 2<sup>nd</sup> – November 20<sup>th</sup>. There were 14 parents (8 families) who completed the Fall 2017 class.
    - Tenley shared the Impact Report from Fall 2017. At this time, 100% of class participants continue to recommend this program to others.

- a. Tenley is using the strengths and difficulties questionnaire to evaluate the program. At this time, the amount of data that we have is still small, but eventually we will be able to compare our data to the national data.
    - A daytime Winter Raising a Thinking Child class will begin on January 17<sup>th</sup> at 10:00 a.m. Please see the flyer for additional details. Tenley has reached out to the current waiting list.
      - a. Please continue to advertise this program and share it with anyone who might be interested.
  - Raising a Thinking Child/I Can Problem Solve Documentary Filming
    - Filming was done in November. They filmed at Sturgeon Bay's Sunset Elementary School and conducted interviews with Tenley, Ann Smejkal, a teacher, UW-Extension Educators from other counties, and 2 Raising a Thinking Child families from Door County (1 Spring 2017 family and 1 Fall 2017 family).
    - Once the documentary is complete, we will have access to the footage.
  - Block Parties
    - The Parent Education Committee has been working to plan Block Party opportunities for families.
    - The purpose of Block Parties is to provide an opportunity for Parents/Caregivers and Children to play together at several stations with different types of blocks, while also learning math, science, and social skills.
    - A Pilot Block Party will be held on Wednesday, February 14<sup>th</sup>. Families (past Raising a Thinking Child and Focus Group families) will be invited to attend by invitation.
    - The Parent Education Committee will also be hosting a Block Party during the Sunset School Family Fun Night on April 19<sup>th</sup>.
    - The Committee will be in need of Volunteers who would like to act as Play Assistants during the Block Party (role is to encourage play between the child and the Parent/Caregiver).
  - The next meeting for the Parent Education Committee is Monday, January 22<sup>nd</sup> at 10:30 a.m. For anyone interested in being a Play Assistant, we will be doing a short Play Assistant training during this meeting.
- c. Community Resources Committee – Beth Lokken:
- [http://doorcountylibrary.org/community\\_resources](http://doorcountylibrary.org/community_resources)
- Beth is continuing to update the Community Resource Guide as needed. If there are any changes/updates/additions that need to be made, please let Beth know ([blokken@co.door.wi.gov](mailto:blokken@co.door.wi.gov)).
- d. Marketing Committee – Candis Dart
- The Marketing Committee is continuing to evaluate what we are doing to advertise and promote the DCPCF and Community Connections.
  - Candis and Mary Ellen recently had an interview with the Door County Advocate.
  - Candis, Rebecca, and Mary Ellen were on the WDOR Radio Show on Tuesday, November 21<sup>st</sup>.

- Public Health recently did an interview with the Pulse and talked about the DCPCF and Raising a Thinking Child.
- If you are in need of any promotional materials for the DCPCF (rack cards, Community Resource Guide cards, Community Connections brochures), please let Candis know. We have plenty of these available and would be more than happy to drop them off.

e. Executive Committee – Candis Dart

- Rebecca provided an additional update for Community Connections.
  - The Door County Parents website is now a secure and confidential website.
  - Links to the Provider Referral form and the Family Interest form are now available on the website. These forms can be completed and submitted online. Once submitted, Rebecca will receive an email letting her know that a submission was received. She can then go to the website and retrieve the information.
    - a. As the Community Connector, Rebecca is the only one who sees the information submitted by the Provider or the Family. Personal information (name, etc.) is not seen by anyone else unless a referral is made to a Service Provider, with family approval.
  - On Thursday, December 7<sup>th</sup>, Rebecca had the opportunity to shadow Community Connectors in Manitowoc County. In Manitowoc County, family visits are often done as home visits. However, it is important to note that the Community Connectors in Manitowoc County were previously home visitors and have received additional training.
  - As we continue to implement Community Connections here in Door County, we will continue to make changes as barriers/needs are identified.
  - If you would like more information or for Rebecca to come and present to your staff, please feel free to contact her at [partnershipconnector@gmail.com](mailto:partnershipconnector@gmail.com).
- Candis provided information on the DCPCF's new Background Check Policy for volunteers and staff.
  - All staff members will be background checked prior to working with families. Any volunteer who will be working in isolation with children (when the parents are not immediately present – childcare for Raising a Thinking Child, etc.) will be required to complete a background check. Volunteers complete a Volunteer Application and the background check is completed by the DCPCF.
  - This policy is to protect the families that we work with and the volunteers and staff of the DCPCF.
  - If anyone is interested in volunteering, please let Candis know, so that she can provide you with a Volunteer Application.
- Candis provided an update for everyone on her upcoming Maternity Leave. At this time, it is anticipated that she will be out of the office on Maternity Leave from the end of January – Mid-March. She appreciates everyone's patience and understanding during this time.
  - During that time, the DCPCF sub-committees will continue to meet.

- Any questions or concerns should be directed to the United Way Office at (920)746-9645. They will be able to help identify who the question should be directed to.
  - Any information for the DCPCF Newsletter should be sent to Amy Kohnle at [amy@unitedwaydc.com](mailto:amy@unitedwaydc.com) with the Subject Line: For Partnership Newsletter.
3. Program: Julie Ferral, Family Services of Northeast Wisconsin,
- a. Julie presented to us on the Community Partnership for Children of Brown County.
    - An initiative to create a coordinated system of family support services in Brown County.
  - b. She also talked about the Universal Risk Screen and Assessments that are done for all families that give birth at Green Bay Hospitals (Aurora, Bellin, St. Mary's, and St. Vincent's).
  - c. Please refer to the handouts included with the meeting minutes for additional information.
  - d. Following Julie's presentation, several questions were asked regarding the services that are provided to Door County families who deliver at Green Bay Hospitals as well as the process that the Community Partnership for Children went through to implement the Universal Risk Screening.
  - e. \*Please Note\*
    - Following the meeting, Julie provided us with an update to clarify the process regarding whether screens are done on parents who live out of county:
      - The Community Partnership for Children technically only completes screens on parents who live in Brown County. There may be situations where screens are completed by Hospital staff when there are severe red flags – these are then referred to the appropriate County's services.
  - f. Screening tools were identified as a priority in our Strategic Plan this past Spring. Anyone who is interested in continuing this conversation and being part of a Screening Workgroup should contact Candis to sign up. The Executive Committee will create a plan for moving forward and will contact those who have expressed interest in being involved.
4. Other Business
- a. There was no additional business to share at this time.
5. Future 2018 Partnership Meeting Dates
- a. In 2018, the Door County Partnership for Children and Families will continue to host Quarterly Partnership Meetings. Meetings will be on the 2<sup>nd</sup> Friday of every 3<sup>rd</sup> month at 8:15 a.m. in the 1<sup>st</sup> Floor Multi-Purpose Room at the Justice Center.
    - Upcoming Meeting Dates are:
      - Friday, March 9<sup>th</sup>, 2018 at 8:15 a.m.
      - Friday, June 8<sup>th</sup>, 2018 at 8:15 a.m.
      - Friday, September 14<sup>th</sup>, 2018 at 8:15 a.m.
      - Friday, December 14<sup>th</sup>, 2018 at 8:15 a.m.

**Next Meeting Date: Friday, March 9<sup>th</sup>, 2018 at 8:15 a.m.  
Justice Center – Multipurpose Room**