

Leading Together:
Convening of Family-Led and Family-Supporting Organizations

Family Leadership Competencies/Values Workgroup

Monday, April 3, 2017

1:00-3:00 p.m.

Workgroup Focus:

Family leadership competencies for individuals and organizations

MINUTES

Reminder: Draft materials submitted by the workgroups can be found here:

Adobe Connect Link:

<https://familyvoicesofwisconsin.adobeconnect.com/leading2-17/>

If you want to update or submit new drafts to post to the Adobe Room, please send them to Barbara, Joann and Susan.

Supporting materials from *Leading Together* can also be found on the Wisconsin Medical Home Initiative Website: www.wismhi.org/wismhi/About-Us/System-Integration/Family-Leadership-Team

Participants: Lori Albers, Jillian Clemens, Evelyn Cruz, Vicki Davis-Davilla, Elsa-Diaz-Bautista, Connie Dunlap, Elizabeth Hecht, Brigit Frank, Peggy Helm-Quest, Barbara Katz, Susan Latton, Leslie McAllister, Julia Stavran, Joann Stephens, Cheri Sylla, Kara Van Vooren

Co-Chairs: Barbara Katz and Joann Stephens

1. Welcome and Introductions

Leslie McCallister introduced a new member, Jillian Clemens has joined the Department of Children and Families in the Prevention & Integrated Services Section, Division of Safety and Performance.

ACTION ITEM: Jill is interested in working with potentially three areas of our small workgroups, include the Values Statement/Best Practices for Family Leadership Support, Financial Support for Family Leaders and Assessment Tool for Organizations. Jillian's contact information is Jillian.Clemens@wisconsin.gov, 608-422-6898

Vicki Davis-Davilla has also joined the Values Statement/Best Practices for Family Leadership Support Workgroup.

Minutes from January 23 were approved.

2. Review of Work from Sub-groups

Financial Support – Lori Albers and Robin Mathea

The draft document includes a glossary with definitions and links to resources and an example of an organization's reimbursement policy.

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Discussion:

Q. Is it our intent to make recommendations for best practice related to compensation and financial supports?

A. Consensus – Yes.

Susan: This could be the consensus recommendation of the *Leading Together* member organizations.

Peggy: Chapter 15 of state statute guidance on compensation for those serving on state Boards and Committees created by statute cannot be compensated but can be reimbursed for necessary expenses.

Joann: We're finding it varies depending on the Council and the role. The Office of Children's Mental Health has compensation guidelines, money in the budget proposal.

Julia: We could note that people also can refuse payment, for a variety of reasons.

Peggy: There is a tax guide for volunteers that could be referenced.

Liz: And we should mention that an organization should always check with their attorney to make sure their policy is meeting legal requirements.

Liz: And it would be nice to provide a description of all the types of compensation.

Leslie: It would be helpful to address issues or considerations of equity. We have seen this come up when families have to go through eligibility standards that might be exclusionary – for example background checks.

Susan: Or the timing of compensation, assumptions that everyone can cover expenses up front.

Leslie: And there can be strategies to help families keep track of compensation and potential impacts on taxes or benefits.

Assessment Tool: Leslie McCallister and Liz Hecht

This team began by working with the Annie Casey assessment tool, incorporating edits. Then they will move forward integrating information from other resources like the Head Start materials, Medical Home and other resources. They want to ask questions that are helpful to organizations that want to work with families. Once they get farther along, they will come back to the group with some specific questions for review.

ACTION ITEM: Barb will send Liz a link/contact for Ashley Craybill's survey tool from MCH.

Discussion:

Barbara: It would be nice if our tool was shorter than the Casey tool.

Liz: Overall, this document we are developing needs a broader discussion of our understanding of family leadership and engagement. Not sure where that is incorporated in this document.

Barbara: Yes, I would hope we have volunteers who will be willing to work on that.

Susan: I had thought that would be incorporated into the Values Statement/Best Practices section – as an introduction.

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Peggy: There are also resources from the Association of University Centers on Disabilities with guidance about goals for recruiting – with an equity focus.

- Post-meeting, Peggy followed up with an e-mail “One point I tried to make was also to either have as a value or as a competency on the checklist is the organizational value of hiring those with a disability – developing an inclusive business culture”

Connie: Will send Family Support Competencies

Liz: I’m wondering if we could develop a content outline for this resource we are developing?

ACTION ITEM: Barbara will work on the outline draft.

Frequently Asked Questions: Joann Stephens and Evelyn Cruz

Discussion:

Barb: Can we commit using family member or families rather than parents?

Joann: We are inviting additional FAQ’s and sample documents from the workgroup members.

Elsa: in the top 3, I understand the ‘conflict’ concern but unless we are getting feedback from the users of systems we’ll be missing important information.

Liz: providers often have a guidance document like “what’s the best time to meet.’

Leslie: Joann’s families provided feedback. This would be an interesting workshop.

Sometimes staff might feel ‘I’m a parent so I understand a parent’s perspective’.

This might be in our preface ‘A family’s experience is one family’s experience.’

Addressing the problem of tokenism.

Joann: Also family readiness and right fit.

Susan: Some of the health system focused tools we have been reviewing have guidance about anticipating turnover and right fit issues.

ACTION ITEM: Provide CYSHCN/MCH Summary of Resources for Family Engagement, Leadership and Competencies

Next Steps/Action Items

Barb: Is the group interested in adopting the model that is proposed in the Ripples of Transformation document?

Consensus – Yes

Liz: Also will send links for additional Guides from the Institute for Family Centered Care. (include with the Resource scan)

Julia: I think we should have a definition of Engagement and leadership

Barbara: We shared a couple definitions in the adobe room

ACTION ITEM: Can Elsa and Cheri touch on definition(s)?

ACTION ITEM: We will send out a Doodle poll for early May, after Circles of Life. The goal will be for the three groups who have provided drafts, to continue incorporating the comments today and come with a new draft, and for those who have not submitted yet, to bring their first draft.

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Updated Workgroup Members

Values Statement/Best Practices for Family Leadership Support

Elsa Diaz-Bautista	Alianza	Elsa@alianzalatinaawi.org	414-643-0022
Cheri Sylla	WSPEI	csylla@cesa1.k12.wi.us	262-787-9500, 9565
Vicki Davis-Davila	FACETS	Vdavidavila@facets.org	877-974-0511
Jillian Clemens	Department of Children and Families	Jillian.Clemens@wisconsin.gov	608-422-6898

Financial Support for Family Leaders

Lori Albers	SE CYSHCN RC	lalbers@chw.org	414-266-3198
Robin Mathea	P2P	rmathea@chw.org	715-631-2934
Jillian Clemens	Department of Children and Families	Jillian.Clemens@wisconsin.gov	608-422-6898

Assessment Tool for Organizations

Elizabeth Hecht	Waisman Center/Family Voices	liz@fvofwi.org	608-263-7148
Leslie McCallister	DCF	leslie.mcallister@wisconsin.gov	608-266-8945
Jillian Clemens	DCF	Jillian.Clemens@wisconsin.gov	608-422-6898

Environmental Scan of Tools and Resources

Barbara Katz	Family Voices	barb@fvofwi.org	608-220-9598
Julia Stavran	N CYSHCN RC	julia.stavran@co.marathon.wi.us	715-261-1933

Frequently Asked Questions: Challenge Assumptions

Evelyn Cruz	MCH	evelyn2.cruz@wisconsin.gov	608-266-3504
Joann Stephens	OCMH	Joann.Stephens@dhs.wisconsin.gov	608-266-9336

Outcomes

- No workgroup members for this area yet.