



Clark County Department of Family Services

Communications Workgroup

Minutes for Thursday, 21 January 2016

Present

Anne-Marie Abruscato, Mojave Adult, Child and Family Services
Shannon Earls, DFS
Brenda Herbstman, DFS
Kevin MacDonald, DFS
Caleb Orton, DFS
Denise Parker, DFS

Agenda

- Introductions
- Communications Workgroup Changes/Additions
- 2016 Workgroup Meeting Schedule
- Caregiver Courier
 - Review February issue
 - March/April/May content
- Communications Workgroup 2016 Planning

Meeting Minutes

Communications Workgroup Changes/Additions

- Anne-Marie Abruscato is now co-lead
- Shannon Earls joined the workgroup
- Examine conference call options/availability to give caregivers additional access to workgroup
- Reach out to Eagle Quest and SAFY staff to increase agency engagement with QPI (Anne-Marie)

2016 Workgroup Meeting Schedule

- Beginning with February, QPI Communications Workgroup meetings will be held on the third Friday of each month

***QPI Communications Workgroup Meeting Minutes, continued
Thursday, 21 January 2016***

Caregiver Courier

- *February Issue*
 - Training Q&A with Lauren Soskin: Brenda
 - DFS Training Calendar (Link): KJM
 - Smith Center discount: KJM
 - March Webinar w/ Dr. Zeanah: Denise
 - Independent Living grant: KJM
 - Spotlight on Quality: QPI workgroups: KJM
 - Include registration link to sign up for workgroup
 - Spring Egg Hunt save-the-date: KJM (tent.)

- *March Issue*
 - Egg Hunt reminder
 - Spring Celebration
 - Spotlight on Quality: Judge Sullivan (kjm)
 - Video spotlight
 - Dr. Zeanah Webiner (Denise)
 - FAAYT meeting
 - Independent Living submission

- *April Issue*
 - Egg Hunt photos
 - Spring Celebration photos
 - Spotlight on Quality: Erica Evans (foster/adoptive parent)

- *May Issue*
 - Spotlight on Quality: Foster Kinship (Ali Caliendo)
 - Video

- Other Spotlight features:
 - Foster Parents
 - Video, shoot at Spring Celebration
 - Agency: Mojave, Kimberly Domingo
 - Solicit case manager names from supervisors

Communications Workgroup 2016 Planning

- Develop new, mobile-friendly Caregiver Courier template (KJM)
- Identify and implement backup editorial procedure
 - COMPLETED
 - Brenda is backup
- Implement QPI email/voicemail message communications plan
 - COMPLETED
- Review/modify QPI internal/external communications plans at monthly meetings
 - ONGOING
- Develop plan to invite all DFS case managers to receive Caregiver Courier
 - Registration link to be included in DFS internal newsletter (KJM)
- Disseminate QPI quarterly updates
 - To be discussed at future meetings

QPI Communications Workgroup Meeting Minutes, continued
Thursday, 21 January 2016

Other

- Foster children “profiles” page is currently under development for DFS (Shannon)
 - Page will be housed on Clark County website
 - Contents will include:
 - General information about children available for placement
 - Goals:
 - Dispel myths
 - Increase recruitment efforts
 - Increase placement of children at Child Haven
 - ETA: TBD

Next Meeting

- 9:30 a.m. Friday, 19 February 2016 at DFS Central, 121 S. Martin Luther King Blvd. | Storey Room