

**MIECHV Provider Call Agenda**  
**Thursday, September 6, 2018 10:00am-11:30am**

**1. Welcome and Introductions**

- a) HRSA update – grant expected soon for 10/1 start date
- b) Infant Mental Health Consultation update – Consultants will resume work soon.
- c) Welcome, Bryce Marable, CI Specialist at Ounce
- d) Welcome, Jackie Farber, CQI Specialist at CPRD

**2. Fiscal Update**

- a) Increased Budgets in October: We anticipate increasing provider budgets when we receive the new grant. We will request revised budgets in the CSA and provide revised PFRs.
- b) When re-budgeting, please budget for two new trainings:
  - a. Leadership Forum in the spring. Up to 2 program managers, supervisors or team leads for a 2-day forum in central Illinois.
  - b. IPV Training in March. Regional trainings. Overnight not required.
- c) Mid-Year Fiscal and Program Check-ins: In October, Ebony will schedule mid-year check-in calls with fiscal, admin and program leadership. Calls will be held mid-Jan through mid-Feb.

**3. Program Update**

- a) FY19 Periodic Performance Reports (PPRs) and Staffing Reports: **Due October 15.**
  - **PPR guidance**: Please do not make edits to sections 14-16 and 19. These come directly from your contract. Please enter narrative into sections 17 and 18. If you can't stand seeing a blank box, feel free to enter N/A into any blank boxes in 14-16 and 18-19. However, do not leave sections 17 and 18 blank or use N/A.
  - Please start filling out your PPR sooner than later since there is a lot of narrative required and the questions are new. After completing the first one, I recommend using "save as" and just updating the fields that need to be updated.
  - **Brief webinar on how to complete can be found here:**  
<https://www.dropbox.com/s/5d5hu9ed3r8op86/How%20to%20Fill%20Out%20a%20OPPR%20-%20Thursday%2C%20September%206%2C%202018%202.14.58%20PM.mp4?dl=0>
- b) Revised [www.igrowillinois.org](http://www.igrowillinois.org) Website: one stop shop with policies, resources, implementation manual coming soon
- c) Federal Fiscal Year Report to HRSA: Stacey will schedule one-one data calls to prepare. Please finalize all data in Visit Tracker by 9/30/18.
- d) FY19 Data Training: with HRSA and Visit Tracker updates will be held November 14<sup>th</sup> from 10-1130am
- e) Safe Sleep Materials: IL MIECHV is excited to partner with SIDS of IL to provide a limited number of free Pack 'n Plays to MIECHV families who need a safe place for their babies to sleep. To be eligible, families must be income eligible (receive public assistance or live below the Federal Poverty Levels), must be prenatal or within 1 month of delivery, must not have a safe place for their baby to sleep, and must not be eligible to receive a Pack 'n Play or crib from another source (insurer, BBO, family, friends, baby shower, etc.). **Please complete the following planning survey by 9/14:** <https://www.surveymonkey.com/r/YS2CQFG>

**4. Monitoring Update (Kathy)**

- a) FY19 Monitoring: Beginning in FY19, Erikson Institute will provide programmatic monitoring and IDHS will provide fiscal monitoring for MIECHV programs.
- b) Schedule: Programs will be monitored every two years.
- c) Tools: The IDHS fiscal monitoring tool is attached. The Erikson programmatic monitoring tool is under development.

#### **5. Upcoming Events**

- September 7: Substance Abuse Training with Dr. Ira Chasnoff
- October 25-26: Prevent Child Abuse Conference
- November 7, 8, 14, 15 10am: FY19 Data & Visit Tracker Update
- Spring: Leadership Forum and IPV Training

#### **Attachments**

1. IDHS monitoring tools
  - Program Review Policy and Procedure
  - Program Review Tool
2. MIECHV Safe sleep policy