

Minutes

Members Present: Terry Peterson, Larry Sundberg, Mary Jo Verschay, Trisha Graves Petron, Carole Iten, Susan Pauly, Diane Rohloff, Sandie Murray, Hugh Knox, Michelle Ulfers, Tara Freed, Christine Woessner, Mary Bonlender

1. **Review of Minutes:** Previous meeting minutes were reviewed with no changes.
2. **New Staff Introductions:** Two new interviewers were recently hired – Deanna Powers and Allison Bakken
3. **National Evaluation Update:** Currently, there are 218 families are enrolled in the National Evaluation. We need 132 more by September 2011.
4. **Social Worker Evaluation Enrollment Recognition:** The evaluation team will be recognizing social workers at their upcoming meeting by hosting an ice cream sundae bar and providing plaques for workers who have enrolled families in the evaluation. About twelve workers will receive a bronze recognition for enrolling 6-10 families. One will receive a silver recognition for enrolling 11-20 families, and one worker will receive gold for enrolling 21+ families. We will also present outcome data to the group highlighting clinical and educational progress of the children receiving services in the system of care.
5. **Process for Requesting Evaluation Services:** The committee reviewed and provided input for a new protocol for requesting evaluation services. This will help formalize the process as things are becoming much busier with data collection and reporting.
6. **Establishing Evaluation Priorities Given Declining Federal Dollars in Years 5 and 6:** The committee discussed the various functions and initiatives of the evaluation team. As funds decrease in years five and six, committee members agreed that the following functions should remain a high priority.
 - **National Evaluation Data Collection**
 - **Data Dissemination:**
 - **Individualized Family Report**
 - **2nd Edition Evaluation Newsletter**
 - **Evaluating the Wraparound Effort**

If future evaluation budgets become restrictive, then other functions, such as special project requests and data analysis may need to become more limited.
7. **Sustainability Survey:** The sustainability committee requested a reworking of the sustainability survey. The original survey was designed for electronic use via Survey Monkey. It became very confusing to those who received hard copies. It was agreed that evaluators would meet with members of the sustainability committee to help re-design the questionnaire.

Next Meeting: May 21, 2009 CMMHC St. Cloud, MN 2:00 pm