

Item:

Discussion:

1. Introductions/Check In	Present: Tonya Labbe (Co-Chair); Margaret Degon; Brianne Masselli; Sharon Harbin; Catherine McAllister-Charles; Melanie Swift; Tina Clark; and Arabella Perez. Absent: Dianne Bouffard (Co-Chair), Kathy Tisdale, and Thelma Gurshick.	5
2. Review of Last Meeting	Discussion around the draft of the Family Brochure for the system of care that was developed by the Family Committee.	5
3. Today's Agenda	<ol style="list-style-type: none"> 1. Review draft of brochure; suggest changes; look at the format; and what pertinent information to include in the brochure for our population of focus. 2. Tina Clark to present materials from Social Marketing Committee and discuss the layout of the evaluation brochure. 	10
4. Today's Discussion	<p>Back page # 5 - it was suggested to simply have FMI: and then list my name and Arabella's with our physical address and THRIVE website. At the bottom we would include in small print that this is a federally funded program in conjunction with the State of Maine.</p> <p>Front cover # 6 – THRIVE logo at the top; middle a picture(s) of a family; and at the bottom or under the picture will be the title of the brochure (System of Care Families?); <u>we need a title for the brochure.</u></p> <p>Middle fold page # 4 – it was suggested to keep the "What's in it for me?" and open up the bottom of the page for a picture, etc.</p> <p>Inner page # 3 - "Who can receive services?" will be listed on this page with a "Call to Action" at the bottom of the page.</p> <p>Inner page # 2 – suggested to keep the "About the Family Committee" with vision and mission (it was suggested to use THRIVE's vision statement on our brochure, but that is a decision to be discussed by the Family Committee members at our next meeting). It was also suggested to move the system of care grant information to page # 2. The last item discussed was to have some personal quotes from family members placed on this page (they can either be anonymous, or with author identifies).</p> <p>Inner page # 1 – it was suggested to follow the evaluation brochure format, so we would not include the logo on this page. We would keep the "What is a trauma-informed system of care?" and also include at Mark Rains</p>	

	<p>suggestion Roger Fallot's five guiding principles of a trauma-informed practice: safety; trustworthiness; choice; collaboration; and empowerment.</p>	
<p>5. Wrap up</p> <ul style="list-style-type: none"> ➤ Review of meeting and assigned tasks, ➤ Set next meeting agenda <p>6. How was today's meeting?</p> <ul style="list-style-type: none"> ➤ Was it family driven ➤ Youth guided ➤ Culturally Competent ➤ Trauma Informed 	<p>1. Meeting Minutes: Tonya 2. Proposal for stress balls, items for families and children in the system of care (also to include families in the evaluation of the grant) to be forward to the Social Marketing Committee: Tonya 3. Draft of the brochure: Tonya 4. Advocates for Children, December 2, 2006. Tina will have coloring books (Brienne is working on where to find crayons for the children...possibly donated). Catherine will volunteer at the event with others.</p> <p>Our next meeting is on December 5, 2006, from 10:00 a.m. – 11:30 a.m. we will continue our discussion on the draft of the brochure. We will also need to discuss creating a resource toolkit for families for our Family Service Coordinator, and for our Family Evaluators.</p>	

Parking Lot Items: Everyone please take a moment to view the THRIVE website at: www.thriveinitiative.org

Guiding principles for each committee:

- Each voice is valid and respected
- Members are respectful of one another
- Each person's reality is unique and valuable
- Expertise comes from many sources
- Process is the foundation for decision-making
- Meetings are focused and productive with a shared vision
- Transparency builds trust
- Trust builds relationships
- Leadership encourages collaborative strategies
- Participation is meaningful

