



**Maternal Infant and Child Health (MICH)  
Provider Committee Meeting  
Tuesday, July 24, 2012  
9:30 AM – 12:30 PM**

MINUTES

**Present Healthy Start Providers:**

Avanti Support & Services: Vivian Owen  
Borinquen Medical Centers of Miami-Dade: Claudia Polastri  
Children's Home Society: Gayane Stepanian  
Community Health of South Florida: Michelle Robinson  
Great Guidance: Debbie Rudnicki (via conference call until 10:45am)  
Jessie Trice Community Health Center: Althea Malone  
Institute for Child & Family Health: Tania Ramirez  
Miami Beach Community Health Center: Beatriz Cruz  
Miami-Dade Area Health Education Center: Patti McCormack  
Miami-Dade County Health Department: Ariel Morel  
Miami-Dade Family Learning Partnership: Debbie Adolf  
North Dade Health Center: Nikita Hamilton, Carrie Manigat  
Our Olive Branch: Amy Olen (via conference call)  
The Village South: Dr. Anslie Stark, Heather Baker  
University of Miami Department of Pediatrics Neonatology Department: Margie Aragon  
University of Miami Starting Early Starting Smart: Dr. Connie Morrow, Ly Collins  
Wellness for Life: Elaine Roach

**Present Healthy Start Coalition of Miami-Dade Staff:** Camille Eisenmann, Eliana Casadesus, Kamila Pritchett, Manuel Fermin, Maria Marquez, Melvin Hernandez, Natalia Coletti and Neyda Kamphues

**Absent:** BrainHeart Guidance

**I. Healthy Start Coalition of Miami-Dade (HSCMD) Update** **Manuel Fermin, CEO**

**A. Welcome and introductions**

The meeting started at 9:38am. Attendees introduced themselves. Minutes from the last meeting held on May 22, 2012 were approved. Motion passed by Tania Ramirez and Ariel Morel.

**B. Updates (programmatic, funding, organizational)**

All vacant positions are frozen until HSCMD approves. HSCMD was able to recoup 7% of funding but not 100%; staff performance will be evaluated. Program Managers should use HMS tools and reports to monitor staff. Administration staff will have to account for their time funded by Healthy Start dollars. The number of infants eligible for Healthy Start has doubled. The Infant Mortality Rate has increased but is still lower than the State. The Florida Department of Health conducted a 5% funding cut exercise.

**II. Education & Training Update**

**Natalia Coletti,  
Director of Education & Training**

**A. Infant Maternal and Reproductive Health (IMRH) Meet-Me Conference Call  
September 11, 2012 (10:00am-11:00am)**

- B. Maternal, Infant, and Child Health (MICH) Provider Committee Meetings**
    - September 25, 2012 (9:30am-12:30pm)
    - November 27, 2012 (9:30am-12:30pm)
  - C. Infant Massage Refresher**  
For currently certified staff only. Will be held September 10, 2012
  - D. Certified Educator of Infant Massage Training**  
For staff seeking certification. Please submit request. September 11-14, 2012
  - E. Benefits of Infant Massage**  
For general public. Will be held September 15, 2012
  - F. March of Dimes 39 Weeks Campaign Update**  
New module added to Florida Outreach Childbirth Education Program (FOCEP)
  - G. HSCMD Annual Meeting and Awards Ceremony: December 7, 2012**  
Save the date. Event will take place at Jungle Island.
  - H. Additional wraparound services classes**  
The following organizations are available for wraparound services: BrainHeart Guidance, Starduster Marine, Wellness 4 Life, Miami-Dade Family Learning Partnership and Miami-Dade Area Health Education Center. Contact them to increase participant retention at your organizations.
- HSCMD staff participated in the Head Start Pre-Service Conference on August 14, 2012 making presentations about supporting breastfeeding in child care settings. In addition, there will be a Child Passenger Safety Training August 21 to 25, 2012. Please submit training request.

### III. The Jasmine Project

**Dr. Connie Morrow, PhD,  
University of Miami, Perinatal CARE Program**

- A. Federal Healthy Start Project Update**  
At one and a half years into the program, breastfeeding rates have increased. Implemented Baby Bucks, held picnic in August, attended project directors meeting in May. Federal Healthy Start program confirmation in 2013. Dr. Michael Lu, MD is the new director. Continue to accept referrals.

### IV. Quality Improvement/Quality Assurance (QI/QA) Update

**Melvin Hernandez,  
QI/QA Specialist**

- A. Educators and trainers providing services externally**  
Contracted Providers must notify HSCMD. There should be no conflict of interest
- B. Revised Program Managers List**  
See attached

### V. Operations Budget

**Marilyn Roman, Director of Operations**

- A. Fiscal Year 2012-2013 Contract status**  
Most Contracted Providers should have received their contract
- B. June's invoices (fiscal year end)**  
If paying payroll biweekly, then submit last payroll in June to the 30<sup>th</sup> prorated; otherwise, it should come out of indirect.
- C. Contract Meeting**  
This meeting will happen at the end of August. Attendance is mandatory for fiscal and programmatic staff.

### VI. Provider Issues

**Ariel Morel, MDCHD HS DMO  
Mergie Aragon, University of Miami NICU**

- A. HSCMD Board Of Directors Contracted Providers' Representatives update**  
 Congratulated Tania Ramirez on her service on the Board of Directors. Introduced Ariel Morel as the new Director. Sonshine Communications gave a summary of the Family Expo on June 9<sup>th</sup>. HSCMD will sponsor small events throughout the community. Reviewed financial summary. Salary increase is by merit only.
- B. Providers' advocacy efforts**  
 Heather Baker from The Village South reported that on July 12<sup>th</sup>, the Florida Governor's wife visited their facility and Heather promoted the Healthy Start Program. Claudia Polastri from Borinquen reported that Healthy Start was featured in their most recent newsletter. Debbie Adolf reported that she promoted the program in Washington via legislative aides. Beatriz Cruz from Miami Beach Community Health Center reported that their healthy Start pre and postnatal screening rates were promoted in their last newsletter.
- C. Open discussion**  
 None

**VII. Healthy Start Program Issues HSCMD Staff**

- A. Linking Prenatal Healthy Start Screens**  
 All must link them in HMS, as the glitch has been solved.
- B. Running reports (Care Coordination Summary Reports, Caseload Reports)**  
 Program Managers should run these reports for internal quality assurance and discuss at HMS meetings
- C. HMC Codes**  
 Must be completed.

**VIII. Miami-Dade County Health Department Healthy Start Data Management Office  
Ariel Morel, Management Review Specialist**

- A. Remembering to include an END DATE when deleting a Care Plan**  
 This must be done to properly close a case.
- B. Capability of creating a mailing list from HMS**  
 This is in the report portal but for open cases only.
- C. Courier Staff (Danilo's vacation) - July 30 to August 30, 2012**  
 On Mondays and Tuesdays, another courier from MDCHD will deliver. On other days, Derrek Batson will deliver.
- D. HMS Related Questions**  
 Ariel is available to attend staff meetings to answer questions.
- E. Searches for Clients**  
 The Department of Motor Vehicles' access is restricted due to an ongoing lawsuit.

Next meeting will be held on Tuesday, September 25, 2012 at 9:30am, at the Healthy Start Coalition of Miami-Dade's Training Room.