



**Maternal Infant and Child Health (MICH)  
Provider Committee Meeting  
Tuesday, September 25, 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  
BrainHeart Guidance: Katja von Elbe (via conference call)  
Children's Home Society: Marcel Rivas, Gayane Stepanian  
Community Health of South Florida: Michelle Robinson  
Great Guidance: Debbie Rudnicki  
Institute for Child & Family Health: Tania Ramirez  
Miami Beach Community Health Center: Beatriz Cruz  
Miami-Dade Area Health Education Center: Ariel Morel  
Miami-Dade County Health Department: Derrek Batson  
Miami-Dade Family Learning Partnership: Debbie Adolf  
North Dade Health Center: Carrie Manigat  
Our Olive Branch: Amy Olen (via conference call)  
The Village South: Dr. Anslie Stark  
University of Miami Department of Pediatrics Neonatology Department: Dr. Shahnaz Duara, Margie Aragon  
Wellness for Life: Elaine Roach

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

**Absent:** Jessie Trice Community Health Center, University of Miami Starting Early Starting Smart

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

**A. Welcome and introductions**

The meeting started at 9:40am. Attendees introduced themselves. Minutes from the last meeting held on July 24, 2012 were approved. Motion passed by Ariel Morel and Claudia Polastri.

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

There was a decrease in the overall units of services last fiscal year. All vacant positions are frozen, until written approval is obtained from HSCMD. New Care Coordinators will be placed at more hospitals including Jackson South Community Hospital, Jackson North Medical Center and Homestead Hospital. HSCMD will renegotiate contracts to address the increasing number of screenings.

**II. Education & Training Update** Natalia Coletti,  
Director of Education & Training

**A. Infant Maternal and Reproductive Health (IMRH) Meet-Me Conference Calls**

- Tuesday, November 13, 2012 (10:00 am – 11:00 am)
- Tuesday, January 8, 2013 (10:00 am – 11:00 am)

**B. Maternal, Infant, and Child Health (MICH) Provider Committee Meetings**

- Tuesday, November 27, 2012 (9:30 am – 12:30 pm)
- Tuesday, January 22, 2013 (9:30 am – 12:30 pm)

**C. Systems Information Group (SIG) Calls, followed by Health Management System (HMS) Follow up Group**

- Friday, October 12, 2012 (10:00 am – 1:00 pm)
- Friday, November 9, 2012 (10:00 am – 1:00 pm)
- Friday, December 14, 2012 (10:00 am – 1:00 pm)

**D. Health & Education Fair**

Saturday, September 29, 2012 at Betty Ferguson Community Center (9:30 am – 12:30 pm)

**E. Unnatural Causes... When the Bough Breaks Workshop**

Will be held at Betty Ferguson Recreational Complex

- Tuesday, September 25, 2012 (6:00 pm – 8:00 pm)
- Thursday, September 27, 2012 (6:00 pm – 8:00 pm)

**F. When a Baby Dies Sensitivity Seminar**

Friday, October 12, 2012 (1:30 pm – 4:30 pm) at Homewood Suites

**G. Certified Educator of Infant Massage Training**

Documentation is due to HSCMD Training Department. Coding is permitted for parenting services. Students cannot start phase 2 until phase 1 is successfully completed.

- Phase 1 due October 12, 2012
- Phase 2 due January 25, 2013

**H. Certified Lactation Counselor (CLC)**

- Test results for July training must be submitted to HSCMD Training Department
- Test retake December 14, 2012 in Sanford, Florida. Must submit a Training Request Form. Staff who failed twice will not be allowed to retake the course.

**I. Introduction of new Program Specialist Patricia Diaz**

Ms. Diaz will be working with the MomCare Program, increasing awareness of the program and engaging in community outreach.

**J. Benefits of a Worksite Lactation Support Program poster distribution**

These posters are from the Make Healthy Happen Miami Campaign and are available for free.

**K. HSCMD Annual Meeting and Awards Ceremony: Friday, December 7, 2012**

**Kamila Pritchett, Community Liaison**

- Recognition for 10 Years of Service in Healthy Start Program
- Breastfeeding Friendly Worksite Recognition
- Florida Breastfeeding Friendly Employer Award

**III. The Jasmine Project**

**Manuel Fermin**

**A. Federal Healthy Start Project Update**

The program is fully staffed. Many services are being provided in the State Healthy Start Program prior to transitioning families to the Federal Healthy Start Program.

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

**Natalia Coletti**

- A. QI/QA Plan for Fiscal Year July 1, 2012-June 30, 2013 is due October 15, 2012**  
Reminded all contracted providers to submit.
  - B. Protecting confidential information**  
Confidential information must be secured prior to sending. This includes email and hand deliveries. Demonstrated a sample envelope with poor information security.  
Distributed a sample envelope cover with proper information security.
- V. Operations Budget** **Marilyn Roman, Director of Operations**
- A. Fiscal Year End July 1, 2011-June 30, 2012**  
All invoices should be submitted.
  - B. Amendments to Fiscal Year July 1, 2012-June 30, 2013**  
Will be available.
- VI. Provider Issues** **Margie Aragon, University of Miami NICU**
- A. HSCMD Board Of Directors Contracted Providers' Representatives update**  
The Board of Directors is looking for new directors. At the last meeting, the financial report was presented, along with the status of the parking situation. The office move is expected for December 2012.
  - B. Election results for vacant HSCMD Board of Directors Provider Representative**  
Debbie Adolf from Miami-Dade Family Learning Partnership has been voted.
  - C. Providers' advocacy efforts**  
Borinquen Medical Centers, Miami Beach Community Health Center and The Village South showcased the Healthy Start Program in their latest newsletter. Avanti Support & Services presented on Radio Caracol, a Spanish radio.
  - D. Open discussion**  
Debbie Rudnicki discussed Happiest Baby on the Block
- VII. Healthy Start Program Issues** **Natalia Coletti**
- A. Self Referral Forms English and Spanish**  
For review and feedback
  - B. HMS Caseload Report by staff member**  
Program Managers must run these reports on an ongoing basis to monitor caseloads and for case selection prior to an audit.
  - C. Final Productivity Report for Fiscal Year July 1, 2011-June 30, 2012**  
Reviewed results on provider productivity.

Next meeting will be held on Tuesday, November 27, 2012 at 9:30am, at the Healthy Start Coalition of Miami-Dade's Training Room.