

PREVENT CHILD ABUSE ILLINOIS
Minutes of Committee Meeting

Committee: Education and Program Advisory Committee

Chairperson: Jamie Brunsworth

Date: August 11, 2021

Members Present: Peggy Mayfield, Valerie McDaniels, Jackie Salazar, Becky Weber, Belinda Farr, Tarra Winters

Members Absent: Karen Dennis

Topics Discussed:

1. Additions to the agenda – There were no additions to the agenda.
2. FY 21 Program Dashboard 4th Quarter – The committee reviewed the Program Dashboard updated with the 4th quarter information. There were 27 virtual trainings provided during the 4th quarter with a total of 1535 attendees. Attendance for regional and statewide partnership meetings remain high as all staff continue to participate virtually.
3. FY 21 Strategic Plan Dashboard – The committee reviewed the strategic plan dashboard updated with 4th quarter information and discussed the progress towards goals 1 and 2.
4. Attendee Location by County Tracking – Tarra provided an update about tracking geographical information about attendees at both virtual and in-person trainings. Tools such as training registrations and evaluations have been adapted to gather specific information. A new form to report county data has been added to the program dashboard as well as staff quarterly report forms. County data was tracked for 3 webinars in the 4th quarter and are included in the program dashboard. County data tracking and reporting for all trainings will begin in the new fiscal year FY22. It was suggested that we may want to track out of state attendees as well, specifically for virtual trainings. The committee agreed the county tracking form is an efficient method to collect and compile county data. This information will be utilized to monitor outreach, inform program planning, and identify trends.
5. Identifying High Risk Communities – During the 1st quarter of FY22, staff will identify a high-risk community they plan to focus on in the new fiscal year. Tarra will provide that information at the next committee meeting.
6. Drug Endangered Children (DEC) Alliance Update– Tarra reported that staff attended the 3-day virtual Train the Trainer with National DEC in July. Staff are now certified DEC trainers for Core DEC Awareness and the DEC Approach for both virtual and in-person trainings. Tarra will be presenting at the National DEC Conference in Nashville, TN in August. She will be doing a breakout session with National DEC and Pennsylvania DEC about building local and statewide DEC Alliances. Tarra will also attend a DEC leaders meeting with other DEC leaders across the country the day before the conference begins.
7. Other – Nothing at this time.

Decisions and Action:

1. Tarra will update the Program Dashboard with FY21 1st quarter information.
2. Tarra will update the Strategic Plan Dashboard with FY22 1st quarter information.
3. The committee will continue to review and monitor progress toward strategic plan goals 1 and 2 on a quarterly basis.

Recommendation to Board: None at this time.

Next Scheduled Meeting: November 10, 2021 at 9:00 am