



**DRAFT**  
**Quality Committee Meeting Minutes**  
**June 6, 2007, 9:00 a.m.**  
**15506 County Line Road, Suite 104**  
**Spring Hill, FL 34610**

**Coalition Members Present: Sister Roberta Bailey, Jim Cook, Maria Crosby, Denise Gill, Lydia Pinkowski**

**Coalition Members Excused: Lisa Hammond, Irvin Homer, Steven Kanakis, Toni Watkins, Patricia Wisman, Elaine Wooten**

**Coalition Staff Present: Debbie Antioco, Maryrose Wersan, Lenore Zulauf**

**Others Present: Sue McPhee**

Jim Cook (in the absence of Steven Kanakis) called the meeting to order at 9:05 a.m. All members and guests introduced themselves. The committee reviewed the draft minutes from the May 18, 2007 meeting. All members reached a consensus that no revisions and/or additions were necessary. Minutes were approved.

Debbie Antioco stated that the Coalition is currently restructuring job responsibilities and positions. This will allow for the meeting minutes to be forwarded to Committee members prior to a meeting.

The following information was discussed and reviewed during this meeting:

2006-2007 Surplus Spending Review

The Committee reviewed the Pasco Direct Services Surplus Spending worksheet reflecting a remaining balance of \$5,000 for the dental services contract. Maria Crosby asked what happens if dental funds are not utilized. Debbie Antioco, Fiscal Manager, explained that a few children have seen dentists but no invoices have been received as of date. She explained if the total dental contract dollars (\$26,000) are not utilized, the Committee would need to decide if they want to spend it on a different quality initiative. Debbie stated that 5,000 dental kits have been purchased at \$2.00 each and will be provided to all children in care.

Discussion leaned toward how to be proactive in promoting dental health. The following suggestions were discussed:

- Printing out informative articles re: dental decay for providers
- March of Dimes – prenatal newsletters
- CDS newsletter re: mental/dental health screenings (monthly)
- The Plan – dental screening needs to be added

Further discussion ensued regarding the suggestions for the spending of the remaining balance \$26,000 allocated for dental services. Suggestions are as follows:

- Dental posters (including Internet copy costs)
- Dental coloring books
- Crayons
- Dental awareness information
- Ages and Stages (rewrite the plan)
- Family involvement – books for children
- Display racks/bulletin boards
- 5 years book supply with a book case
- Van CD player

Lydia Pinkowski suggested having Childhood Development Services, Inc. distribute books to children during the eligibility and re-determination process. Another suggestion was to create baggies with coloring books, crayons and simplified dental health awareness.

Lenore Zulauf, Program Manager, informed the Committee that the infant toddler increase (approximately \$32,000) has not been approved. Sue McPhee, Coalition Analyst, stated that AWI/OEL would like to reevaluate all Coalition expenditures at the end of the 2006-2007 Fiscal Year. Discussion ensued regarding Coalition spending and the allocation of funds. The Committee reached a consensus to allow the Central Agency to provide mini-grants and/or quality initiatives/materials (\$32,000) to providers since the infant toddler increase has not been approved.

Sister Roberta Bailey suggested that a representative from the Central Agency should be attending the Quality Committee meetings. The Committee suggested that Coalition staff contact the Central Agency to identify an appropriate person to participate in all future meetings.

Maria Crosby stated that the Plan needs to be reviewed to make sure all noted quality initiatives are being performed. Sue McPhee volunteered to assist with reviewing the Plan. Maria also suggested continuing with the Pre and Post initiative and would like the Coalition to present an outcomes report to the Quality Committee.

#### 2007-2008 Quality Initiatives

Debbie presented a Projected Quality Initiatives Budget Worksheet to the Committee with proposed quality initiatives for the new Fiscal Year. This worksheet is for all Committee members to review allowing them to add additional quality initiatives. Debbie requested that this worksheet be returned to Coalition by June 13, 2007.

Future Meeting Schedule

The next Quality Initiative Meeting is scheduled for July 16, 2007 at 2:00 p.m.

Without any further discussion, the meeting adjourned at approximately 10:50 a.m.

Respectfully submitted by,

Angela Westmoreland  
Coalition Temp