

Minutes

Macarthur Child & Family		
Date: 14 th June 2011	Time: 10am-12pm	Venue: Kazcare Educational Facilities – Cnr Centennial & Kirkham Roads, Bowral
Attendees	<ul style="list-style-type: none"> ▪ Louise Pilon – Home Start Wingecarribee ▪ Margaret O’Dea – The Benevolent Society ▪ Tania Tuagalu – The Benevolent Society ▪ Margaret Hudson – The Benevolent Society ▪ Chris Manny – MDSI ▪ Gabriel Thomsen – Burnside ▪ Michelle Urquhart – Illawarra Children’s Services ▪ Jenny Tilocca – YWCA NSW ▪ Leanne Franklin – Northcott Disability Services ▪ Linda Burgess – Wingecarribee Family Support Service ▪ Stephanie Isvik – Bridges 4 Learning ▪ Steve Chan – Department of Family and Community Services ▪ Debbie McCall – Department of Family and Community Services ▪ Jeanne Duffy – Sector Connect ▪ Karen Chisnall – Sector Connect ▪ Wendy Den - Kazcare 	
Apologies	<ul style="list-style-type: none"> ▪ Wendy Wallis – Rosemeadow Public School ▪ Fiona Devine – Camden Council ▪ Dena D’Antone – ADHC ▪ Sandra Templeton – Focus on New Families ▪ Karen Russell – Curran Public School ▪ Yvonne Porter – Campbelltown Family Support Service ▪ Lily Roberts-Everett – Camden Community Connections ▪ Matthew Ferguson – Department of Premier and Cabinet 	
Confirmation of Previous Minutes		
<ul style="list-style-type: none"> - Moved: Michelle Urquhart - Seconded: Karen Chisnall 		

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Sector Connect Website Presentation

Jeanne Duffy & Karen Chisnall

Aim of this presentation is to show you how to use the Sector Connect website more effectively to get the most out of this resource.

Purpose of the Sector Connect Website:

The purpose of the Sector Connect website is to create a central location for people to access and distribute information across the service network in Macarthur and Wingecarribee. Instead of receiving hundreds of emails a day about what's going on in the region, services can select what information they would like to receive via the website and submit information about news and events to be distributed across the network. Currently Sector Connect has approximately 400 people registered on the website.

How to register your preferences:

On the bottom right hand corner of the home page click on "register your preferences" and follow the prompts. You will be asked to put in a password which is 6 characters long. If you forget this at any stage please contact Jeanne. **If you would like to receive information about the Macarthur Child & Family Interagency and the Families NSW Facilitation Project you need to make sure you select "Families NSW 0-8" as a category.** However, you can select multiple categories that may interest you/ be relevant to your work.

If at any stage you want to update your preferences you can contact Jeanne to help you update your information. It is important to register your preferences on the website as this is how you will receive information from Sector Connect from now on. Additionally, if you select the "Families NSW 0-8" category you will receive a weekly newsletter which contains all information submitted on the website which is child and family specific. Currently 184 people are registered to receive this newsletter.

Submitting an item for the website:

On the bottom right hand corner of the home page click on "submit an item for the website" and select from the four options. The most common options used will be to submit a news item or submit an event for the website. Once you select an option you will need to complete a short form which allows you to fill in the information you would like sent out across the network. It is important to think about your heading when submitting an item for the website as this is what will grab people's attention. Once you fill out this information you will need to select categories of the people you would like the information sent out to.

If your information is intended for the Macarthur Child & Family Interagency you must select "Families NSW 0-8" however you can select multiple categories. You are also able to add attachments to your item and will be asked when filling in your information if you would like to add an attachment. Once you click the submit button and if you selected yes to adding an attachment a link will be available for you to email your attachment. It is important that you do not change the subject line in this email as it is already coded to match with your other website submission.

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Registering for Training Courses:

Furthermore, Sector Connect offers training and you can now register for any training/events Sector Connect is offering online. On the Sector Connect website homepage on the bottom left hand corner you can click on “book your training.” You then can select the training course/event you want to attend and add the number of places you would like for the training to your basket. You then fill out your details for the training and continue to the checkout similar to any other online payment system.

Families NSW Webpage:

The Families NSW webpage can be accessed via the Sector Connect homepage or by the following URL: <http://www.sectorconnect.org.au/familiesnsw>
The Families NSW webpage has a number of features that are useful for services working with children and families. You can access all information regarding the Macarthur Child & Family Interagency via the website including the meeting dates and venues, meeting agendas and minutes. Additionally, you can access further information about a number of projects the Interagency is working on such as the CALD Working Group, the Macarthur Child & Family Bottle Exchange Project, Camden 4 Children Action Group and the Macarthur Future Food Forum.
Furthermore, there is a link for services to access information regarding events listed on the Sector Connect website which are child & family specific. As well as listings of a number of useful website that can be accessed.

Resources:

Another exciting feature of the Sector Connect website is the resource library. This library contains information specific to each category. For example the “Child & Family” section of the resource library contains information about Keep Them Safe, research information that could be useful for funding submissions and DVDs/videos that could be used for internal training and are FREE to borrow and access at any time.

If you have any questions about the Sector Connect website please contact Jeanne Duffy on info@sectorconnect.org.au or 4648 5933

Wingecarribee Community Futures Project

Wendy Den

The Wingecarribee Community Futures Project has been funded through the *Community Builders* Program to strengthen philanthropic & community efforts to build the Kazcare Centre into a vibrant community & service hub.

Priority groups for the Community Futures project include:

- Socially Isolated
- Low income
- Families raising children

The Project Officer will promote Kazcare as a Community Hub, & engage a wide variety of community groups to access & use the Kazcare Centre facilities for meetings, training, planned education events, workshops, seminars & forums, and other programs or events.

The Project Officer will work in partnership with key Service Provider Networks to establish working parties to host joint functions & community events at the Kazcare facility.

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The Project Officer will engage with local community organisations to promote access for their client groups to a wide range of educational, social & recreational events & activities being held at the Kazcare Facility.

Working in **partnership** with Kazcare Management, & Community Service Providers, Community Futures will source & deliver for low income persons & families:

- Affordable activities such as family fun days & events;
- Support to create new activities that also build social support;
- Education for personal development & interests, or life & work skills;
- Employment pathways through volunteering;

Community Futures will have an Advisory Committee made up of Volunteers. The Advisory Committee will be established representing Kazcare Management, Council, Services, Community & priority groups.

The Centre Advisory Committee will work alongside the Project Officer to develop the terms of reference on Committee objectives, responsibilities, membership, and roles. An Annual Work Plan for the project will also be developed which seeks to meet the goal of the project.

Wingecarribee Community Futures Project Contact Details

Project Officer: Wendy Den

Phone: (02) 48 62 1777

Email: wendy@kazcare.com

Wendy's ordinary days of work are Tuesday, Wednesday, & Thursday. These days may alter for special occasions.

Wendy's office is situated in the front administration building at Kazcare.

Macarthur Child & Family Interagency CDSE Funding Application

Karen Chisnall

At the April Macarthur Child & Family Interagency meeting a group of workers decided to put in a funding application around the CDSE funding priority area of "Children's health, nutrition and obesity." The working group came up with the idea to conduct a Bottle Exchange Project in the Campbelltown LGA. This was in an effort to highlight the importance of good oral hygiene for young children and encouraging parents to wean children off their bottles by 12 months of age.

The project will look at having a stall at a number of community events in the Campbelltown LGA and when parents exchange their child's bottle they will receive a sipper cup, an information pack and toothbrush/toothpaste. The group is still waiting to find out if they have been successful with their application and the Interagency will be notified of the result.

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Reflective Practice Sessions

Macarthur Child & Family Interagency

Under the new Families NSW 3 year strategic plan the Families NSW Facilitation Project will look at rolling out some reflective practice sessions. It is important that these reflective practice sessions are tailored to meet the needs of interagency members and therefore we are looking for feedback on what you would like to see from these sessions.

Interagency Discussion:

Reflective practice sessions should be a half day to cater for adequate reflective practice to take place.

Reflective practice sessions could take place on the Macarthur Child & Family Interagency meeting day or outside of the Interagency meeting.

Reflective practice sessions could look at issues around Supported Playgroups as this is an issue that continues to be identified through the Macarthur Child & Family Interagency.

Reflective practice sessions will be discussed again at the August Macarthur Child & Family Interagency meeting and the first session will look to be trialled in October 2011.

Mapping of Soft Entry Points

Macarthur Child & Family Interagency

Under the new Families NSW 3 year strategic plan the Families NSW Facilitation Project will be mapping all the soft entry points into the service network. This information will be used to identify what works as soft entry points for the diverse range of families. As a result, we are looking for feedback from the Interagency around what you define as a soft entry point in your work to engage families?

Interagency Discussion:

The Interagency identified that a soft entry point is defined as: "An activity or program that provides families with an opportunity to access services directly without any formal commitment and inadvertently allows families to gain access to other services through referrals."

Some examples of soft entry points that were discussed included: drop-in clinics, supported playgroups, school open days, market days, parent education sessions in supported playgroups, family fun days, schools and libraries with children time.

Additionally, it was identified that soft entry point activities must take place outside of the families own environment. For example, home visiting would not be considered a soft entry point as it is taking place within the home.

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Project Management Group Update

Debbie McCall

The Triple P program is about to roll-out a large media campaign in June. Information about Triple P will go out in a number of media forms including print media, Facebook, electronic displays, letterbox drops, the Families NSW website and radio. An 1800 number will be available for people to call to find out where Triple P training is running.

Also, Families NSW is in the process of developing a playgroup manual. This manual will include information on how to set-up a playgroup, how to run a playgroup, playgroup activities, playgroup guidelines and fact sheets, and how to transition families and deal with any troubleshooting problems. The next meeting for this group will take place on the 11th July 2011 from 1pm-3pm at Gandangara Land Council in Liverpool.

Barriers to Service Provision

Macarthur Child & Family Interagency

Services identified that in Wingecarribee there are not a lot of supported playgroups available in outlying areas:

This was identified as an issue due to the fact that isolation can be an issue for families in Wingecarribee; and the lack of transport in the region makes accessing supported playgroups in more central locations in the shire extremely difficult, especially for families relying on public transport.

Discussion was had around the presence of mobile playgroups in Wingecarribee. At present no services knew of any mobile playgroups operating in Wingecarribee.

Supported Playgroups need to have more specific target groups:

The group discussed that the people who really need the support of a supported playgroup are increasingly not accessing the groups.

It was identified that this could be due to the fact that the region is lacking general playgroups such as Playgroups NSW playgroups; because parents don't have the capacity/time to support the running of such playgroups. As a result, supported playgroups are being filled with families from a range of backgrounds and vulnerable families who need the support available within a supported playgroup are being placed on waiting lists.

It was discussed that if more supported playgroups were made available which targeted more specific population groups such as the CALD community, families dealing with mental health, and young parent specific groups; these vulnerable families could be more effectively supported in the playgroups and through parent education sessions and referrals to other services.

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Additionally, it was identified that transitioning of families is really important in supported playgroups; and families who are identified as not needing the full support of a supported playgroup are more readily transitioned.

It was suggested that we look more closely at some of the issues identified around supported playgroups in the interagencies reflective practice sessions.

It was also suggested that any issues raised at previous meetings are brought to the next meeting so we can discuss these further and identify actions/priorities to work on.

Presentations/Theme Suggestions

- Presentation on the Brighter Futures Program: Karen to follow-up with Gabe

Training Needs Across Macarthur & Wingecarribee

- Accidental Counselling
- Strengths-Based Training
- Keep Them Safe Training in Wingecarribee
- Frontline Communication for Workers Training
- Practical Application of KTS (more in-depth training than just the basics)
- Need an opportunity for KTS question and answer session

Project Updates

Camden 4 Children Action Group

The Camden 4 Children Action Group held a Family Fun Day event on the 22nd May 2011 in celebration of National Families Week. This event was held at Kirkham Oval and was a great success. Approximately 1000 people came to the event throughout the day and over 160 surveys were filled out during the day. There were a number of activities available on the day including a jumping castle, kite making, petting zoo and chalk drawing.

The Camden 4 Children Action Group is also in the process of developing a 3 second survey to help inform provision of services. This survey will be available to anyone interested in using it.

At the next meeting the group will look at reviewing the 3 year strategic plan we have been working off. The next Camden 4 Children group is on the 10th August 2011 from 1:30pm-3:30pm at Sector Connect (351 Welling Drive, Mount Annan).

Additionally, if anyone has any information regarding school holiday activities happening in the Camden LGA please send them through to Fiona Devine at Camden Council to be placed on the Camden Kids website. Fiona can be contacted on 4645 5084.

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CALD Working Group

A number of agencies have met to establish a CALD working group to address the needs of the CALD community. It was identified that advocacy for CALD communities needs to be increased within the Macarthur Child & Family Interagency and the broader network.

Additionally, positive stories involving people from CALD communities need to be promoted more. The CALD working group encourages anyone with positive stories to contact local newspapers and/or send pictures and stories to Karen to post on the Sector Connect website.

The group also discussed the possibility of holding one large cultural celebration a year. In an effort to acknowledge the diverse community we live in.

The group is also looking at developing a resource book which looks at identifying particular needs that regularly need to be addressed by people working with CALD families, which outlines the guidelines for how to deal with this need along with a list of services that could assist with this need. In addition, this resource booklet could also have a section on how to engage appropriately with families from different cultural backgrounds.

For further information about the CALD working group or to become involved in the CALD working group please contact Karen on familiesnsw@sectorconnect.org.au or 4648 5933

Information Share

The group shared information about services and upcoming events verbally. This information was not recorded in the minutes

Next Meeting

Date: 2nd August 2011

Venue: Northcott Disability Services – 3 Chamberlain Street, Campbelltown

Time: 1pm-4pm

RSVP: familiesnsw@sectorconnect.org.au