Meeting Title:	**REGION IV HELP ME GROW IEIC COMMITTEE MEETING**
Meeting Date:	Tuesday, March 18, 2025 9:00-10:30 a.m.
Meeting Location:	Zoom

Attendees:	Alicia Amundson, Kara Williams, Josh Nelson, Sara Peterson, Leah Krauth, Marsha Erickson, Katie Ganoe, Missy Mack, April Larson, Rhonda Hjelle, Linda Nelson, Kristi Maas, Kari Kreft, Julie Domino
Note taker:	Jolene King with the assistance of the AI Companion

Agenda	Notes
-Introductions	Introductions were made.
-Review, modify and approve agenda	Agenda was reviewed and approved with no modifications.
-Review and approve December 17, 2024 Minutes	Minutes were reviewed and approved with no modifications.
-Budget Update	Josh reported the budget, including last year's carryover is at $63,242.30 with $26,000.48 spent so far. The group agreed to spend down to around $5,000 to avoid exceeding the budget.
-Old Business	
-**New Business**	1. Complete Child Find Grants a. Becker, Clay, Otter Tail plans received approval. 2. FY26 Workplan ideas a. Go over 2025 plan – work plan will be sent out for review and suggestions with an aim to finalize by early June. b. Continue?: i. Facilitation position – plan to continue this in the next fiscal year. ii. Event Kits – Request form was introduced. Feedback and suggestions for the kits and the request process is encouraged. Sara clarified that multiple event kits could be requested, and materials could be supplied for various activities. A social-emotional book was suggested and will be considered. The availability of brochures and other materials was also discussed. iii. Birthday Cards – All family childcare providers have been mailed a pack of 10 third birthday cards along with an early childhood screening brochure and a letter explaining the purpose of the cards. They are planning to connect with

Agenda	Notes
	centers to get them cards and are aiming to deliver them in May in conjunction with provider appreciation events. Discussion was held on the possibility of sending birthday cards to one-year-olds or two-year-olds in the future. iv. Help Me Grow Training Sessions c. New Ideas i. Baby Showers – Marsha discussed the proposal of additional community baby showers in the counties. ii. Newborn letters – Rhonda and April shared their experiences with the Horizon Public Health's newborn letter program, which includes a follow-up program and a QR code for each district. It was suggested to connect with Lake Region to get information about newborn bags. The group also discussed the possibility of expanding the newborn letter program to the 9-county area. iii. Tracking the referral process – Sara proposed the implementation of a referral tracking system to monitor the number of referrals and identify gaps in referral sources. Marsha suggested bringing in a IEIC chairperson from another region to discuss their system and cross-referencing the resource list. 3. Sub-committees – Marsha proposed splitting the group into two subcommittees: a. Outreach/Diversity b. Data Collection
-Future Meetings	Meetings are scheduled quarterly on the 3rd Tuesday of the month from 9:00 - 10:30. Due to better attendance and the short duration of the meetings, they will continue to be held via zoom. June 17th (In person at LCSC with a virtual option)
-Adjourn	Meet was adjourned.