

Family Planning Advisory and I & E Committee Meeting

April 30, 2026

Present: Ann Cherry, Dr. Kumar, Jerzie Vanochten, Allison Kennedy (sub), Tiffany Kern (TCHD), Paula Greer (TCHD), Kristi Villalobos (TCHD), Monica Bostian (TCHD)

Absent: Amy Cuthrell, Elizabeth Parsell, Kathy Schuette, Amber Campbell, Emily Tinglan, Marissa Klupp

Welcome and introductions made.

MINUTES:

Kristi Villalobos presented the April 24, 2025 minutes for review. No revisions or additions noted. Dr. Kumar motioned to approve minutes and was seconded by Ann Cherry.

STAFFING:

We have a new nurse, Paula Greer, in the Family Planning program. She has been working alongside Tiffany and learning the FP program along with wearing many hats to learn other programs as well.

ACCREDITATION:

We are scheduled for state accreditation July 20th-21st. This will consist of both an administrative and clinical component. Two auditors will be present to review policy and observe all areas of clinic. A Nurse Practitioner clinic will be held day one so that staff can be observed in their role. We are currently prepping for this visit; pre-materials will need to be sent to MDHHS a few weeks prior.

FAMILY PLANNING ANNUAL REPORT (FPAR):

We are required to submit FP data quarterly to the state. Since transitioning to Patagonia, we have successfully submitted accurate and complete data for FPAR 2.0 and passed all submissions. Kristi reviewed stats from our first quarter such as: review of demographics/gender, common birth control used, etc. There were 103 unduplicated clients seen in the FP program in the first quarter. Suggestion was made to share PAP results with Primary Care Providers; currently we do when requested.

CASELOAD/BUDGET:

Caseload expectation is 121 (118 last year). We ended fiscal year 2025 with a caseload of about 207. We currently have level funding which is \$155,000.

Breakdown:

- \$76,000 base funding

- additional \$50,000 base funding
- geographic service area funds \$19,000
- access to LARC (long-acting reversible contraception) \$10,000

Question posed if the FP program could be affected by the federal budget cuts; answer is yes there is always a possibility.

MANUAL REVISIONS/POLICY UPDATE:

Kristi has updated the FP manual based on the new Michigan Title X FP Standards and Guidelines that were revised January 2026 and the 2026 MDHHS Contraceptive Guidelines.

Change highlights:

Reverted back from “person” centered language to client-centered.

Reverted back to male and female vs “biological” male and female.

Removed references to sexual orientation, gender identity, LGBTQ.

Added verbiage about Human Subjects.

Changed Nexplanon policy and consent from 3 to 5 years effectiveness (FDA approved Jan 2026).

Updated NCCN Breast Cancer screening table.

Added neurological assessment for Depo users due to Meningioma (also added to Patagonia note for Nurse to document on revisits).

Updated attachments (i.e., resource lists, formulary, income guidelines).

WORK PLAN:

Every year we submit a work plan for the FP program where we work towards those goals. Our current work plan consists of: Clinical Service Delivery, Community Promotion and Education, Quality Assurance/Quality Improvement, Trauma Informed Care, and FPAR 2.0. Our work plan is well underway and on track for this year.

ADULT/TEEN CONSUMER SURVEYS:

We are required to submit 20 adult/10 teen surveys annually in April. This year they were completed electronically. Kristi reviewed the survey questions and shared responses.

Responses were favorable to the FP program and staff.

INFORMATION & EDUCATION COMMITTEE MEETING:

It is a federal requirement that we have all of our educational materials approved by our I & E committee. Although this year we were off balance, we aim to review 1/3 of the materials yearly and committee members complete surveys to provide feedback. We need majority of members to approve materials in order for FP program to use. This year we had 8 out of 9 members review the materials and all materials had majority approval for use. Kristi discussed comments written for materials. The following materials were reviewed this year:

- Paragard
- STI Facts

- Prenatal Care Pamphlet
- Cycle Beads
- Breast & Testicular Self-Exam Shower Card
- 7 Things to Know About Getting a Mammogram handout
- Know the Difference: Emergency Contraception v. Abortion Pills handout
- Emergency Contraception Fast Facts handout
- What is Human Trafficking handout
- OASH Stages of Pregnancy handout
- Planning for Pregnancy handout
- Substance Use During Pregnancy handout
- Pregnancy and Vaccination handout
- Dating and Violence: How to Tell if a Relationship is Abusive
- Did You Know Your Relationship Affects Your Health
- Hanging Out or Hooking Up
- Abstinence Facts
- Men's Health What's Normal What's Not
- Nexplanon

Question asked how often we have FP clinics. 2 NP clinics are held monthly and we have added a few more clinics when extra funding and Nurse Practitioner is available. Supply clinics are held once a week.

Question and discussion on how positive Chlamydia and Gonorrhea results are handled. This would be handled by the STI program and client is scheduled for a 3-month recheck appointment.

Next tentative meeting is scheduled for Thursday, April 22, 2027 @ TCHD @ 8:30am.

Respectfully Submitted,
Monica Bostian