

Clay County Collaborative Administrative Group Minutes

Wednesday, 15 March 2006

3:00 – 4:30 p.m.

Townsite Center, Moorhead

In attendance: Donna Baker (Lakeland Mental Health Center), Shelley Ford (Clay County Family Court/MN Dept. of Corrections), Gary Groberg (Churches United for the Homeless), Lanette Krinsky (Children's Mental Health LAC), Kathy McKay (Clay County Public Health), Barry Nelson (Moorhead Healthy Community Initiative), Joyce Newton (Rural Enrichment and Counseling Headquarters), Joe Pederson (Lakes and Prairie Community Action), Rhonda Porter (Clay County Social Services), Candace Richards (The Arc of West Central Minnesota), Sharon Staton (Access of the Red River Valley), Barry Steen (West Central Regional Juvenile Center), Carolyn Strnad (IIIP work group), Allen Zenor (Ulen-Hitterdal ISD #914), Dawn Tommerdahl (Collaborative Coordinator)

Welcome & introductions, refreshments, minutes from the 2/15/06 meeting were unanimously approved. (Gary/?),

The day's agenda was unanimously approved. (Allen/Lanette)

Barry gave a brief overview of Moorhead Healthy Community Initiative. They're working now on training mentors for other organizations. Let Barry know if you know a child who would be a good candidate for getting involved in MHCI's programs or adults who might be interested in becoming a mentor.

Candace spoke briefly on The Arc of West Central Minnesota. They offer five core services: information referral, advocacy, educational opportunities & parent support, lobbying, membership.

Each person did an **elevator talk** about his/her organization. Some buildings were higher than others.

Nuts & bolts

Program updates

- ✦ **Truancy Intervention Program:** From Alex -- TIP staff are increasing emphasis on home visiting and are working with Head Start this spring and next fall. From Rhonda -- CW-TCM update: we can claim for sure through December. They have been told to continue to claim until further notice. Rhonda has developed an interagency agreement between Social Services and the Collaborative to pay the non-federal share of CW-TCM. *Motion: To recommend to the Executive Committee that the Collaborative enter into an interagency agreement with Social Services regarding payment of non-federal share of CW-TCM and that the Collaborative pay the share up front if necessary.* (Joe/Barry N./unanimously approved)
- ✦ **Reentry Services Project:** The work group has been meeting monthly and is working on developing plan to expand services to a broader clientele after the current grant which limits participation to probation kids runs out. They are also considering starting a parent support group and a peer mentorship program.
- ✦ **Restorative Justice Program:** Jill returns from maternity leave on April 2.
- ✦ **Family Support Model work group:** After much discussion on the merits of both family group decision making and wraparound, the group has decided to accept a proposal from Lutheran Social Service of Minnesota to provide training in both after an initial assessment of current needs. *Motion: To recommend to the Executive Committee that the Collaborative/Family Support Model work group enter into a contract with LSS to provide assessment and training in family group decision making and wraparound.* (Rhonda/Gary/unanimously approved)

- ✦ **LCTS coordinator's update:** Dawn highlighted the new definition of IVE: children at "imminent" risk of out of home placement. Jane thanks everyone for their patience in getting through the time of change. Clay County is in fairly good shape because of all the planning that has been done. Reductions in LCTS funding due to the IVE changes will start with the 2nd quarter this year.
- ✦ **Coordinator's report:** Dawn highlighted the news about the first meeting of the Governance Board and mentioned the Children's Mental Health Fair which has been scheduled for May 23 and will be held at the Family Service Center.

Financial report/FY06 budget: Dawn presented the updated budget for this month. *Motion:* To approve \$500 to pay parent stipends in March/April 2006. (Barry N./Kathy/unanimously approved)

Financial status and outlook

Time-limited LCTS funds vs. funds with no time limit for spending: Dawn passed out a spreadsheet showing the amount of LCTS funding the Collaborative has received through the years and how much has been sent. The figures were retrieved from activity reports from the County Auditor (income) and annual LCTS spending reports filed by the County. In 2006 we are spending funds received in 2004. Carolyn presented letters from the Children's Mental Health Local Advisory Council and the Children's Mental Health work group giving background on funds earmarked for Adolescent Services, Wraparound and Children's Mental Health.

Change in time limit for LCTS funds: According to a memo received from DHS, the spending limit for LCTS funds received from 2005 – 2008 has been extended from 24 months to 48 months. This change means that we will have a base of \$200,000+ in the budget for each of the next three years.

Request from work groups for FY06 funding

Some group members expressed concern that these small requests seemed like mini-grants that were awarded in the past. After much discussion of the issue and in an effort to avoid repetition of this sort of thing in the future, the following *motion* was made and passed unanimously: *That the work groups be allocated up to \$2000 to be used for miscellaneous program-related expenses.* (Joe/Gary)

Following that motion, the following motions passed unanimously:

- *That the Executive Committee of the Governance Board approve the allocation of \$1150 to the Children's Mental Health Work Group to pay for advertising and other expenses related to the Children's Mental Health Fair and the cost of printing 5000 "Who do I call?" brochures.* (Barry N. /Candace)
- *That the Executive Committee of the Governance Board approve the allocation of \$100 to the Parent Involvement Committee to pay for printing 1500 parent recruitment brochures.* (Donna/Rhonda)
- *That the Executive Committee of the Governance Board approve the allocation of \$3000 to the Substance Abuse Work Group to be used for parent education and research on Sober school/track.* (Barry N./Joyce)
- *That the Executive Committee of the Governance Board approve the allocation of \$75 to the IIP Systems Change work group to pay for printing 1000 IIP brochures* (Rhonda/Joyce)

Funding priorities for 2006 and FY07

The Administrative Group considered a proposal from the Children's Mental Health Work Group to approve up to \$27,550 in matching funds so that the work group can begin to seek outside funding for

the caseworker at Churches United. Rhonda noted that \$20,000 has been budgeted in Social Services to pay for non-federal share of CW-TCM for this project Churches United has also promised \$5000.

The following *motion* passed unanimously: *Recommend that the Executive Committee of the Governance Board approve the request from the Children's Mental Health work group to provide up to \$27,550 in matching funds to support the family caseworker at Churches United for the Homeless so that the group can begin to look for an outside grant match.* (Barry S./Barry N.)

For next time:

Discuss procedure for dealing with requests from work groups related to grants they might want to apply for that come up between budget cycles.

Discuss Administrative Group's work plan.

Next meeting: 19 April 2006, 3 p.m., Prairie St. John's, 510 4th St. S., Fargo

Respectfully submitted,
Dawn Tommerdahl
Collaborative Coordinator