

Clay County Collaborative Administrative Group Minutes

Wednesday, 19 April 2006

3:00 – 5:00 p.m.

Prairie St. John's, Fargo

In attendance: Shelley Ford (Clay County Family Court/MN Dept. of Corrections), Gary Groberg (Churches United for the Homeless), Vanessa Handte (Prairie St. John's), Steve Jordahl (Barnesville ISD #146), Patty Kline (Lutheran Social Service of Minnesota), Lanette Krinsky (Children's Mental Health LAC), Bernie Lipp (Dilworth-Glyndon-Felton ISD #2164), Barry Nelson (Moorhead Healthy Community Initiative), Pam Ness (Lakes Country Service Coop), Joyce Newton, (Rural Enrichment and Counseling Headquarters) Larry Nybladh (Moorhead ISD #152), Cheri Rasmussen (Youthworks), Michael Redlinger (City of Moorhead), Barry Steen (West Central Regional Juvenile Center), Carolyn Strnad (IIIP work group), Dawn Tommerdahl (Collaborative Coordinator), Jane Patrick (LCTS Coordinator)

Chair Carolyn Strnad welcomed the group. We did an exercise on identifying family centered vs. system centered services. A round of introductions followed.

Minutes from the 3/15/06 meeting were unanimously approved. (Gary/Steve)

The day's agenda was unanimously approved with no additions. (Lanette/Barry N.)

Vanessa passed around a brochure on Prairie and informed the group that Marshall Korman retired and a new CEO has been hired. Typically the school year is a busy time because many referrals come from school. There are 38 in-patient child/adolescent beds – right now 34 are occupied. The average occupancy is 31. Length of stay is typically quite short. Out-patient clinics are located here (1st & 3rd floor), Moorhead, and Minnetonka, also telemedicine to surrounding communities. Joyce identified a need to provide medicine management in rural Clay County. Alcohol still #1 addiction followed by marijuana and meth. Meth is more difficult to treat compared to the other two. 20 staff were recently trained by Matrix Institute from CA. Relapse is a challenge with meth so it is important to closely monitor for a longer period of time. There is currently no staff trained to do interventions. All children & adolescents released from treatment leave with a discharge plan. 100% receive ongoing services following discharge.

FY06 budget request

The Administrative group voted to recommend that the Executive Committee of the Governance Board allocate \$100 to the School-Age Disabilities work group to pay for mileage for their speakers and publicity for the May 23rd Children's Mental Health Fair. (Joyce/Patty)

Nuts & bolts

Dawn provided a brief update on actions taken by Executive Committee on March 21. All recommendations from this group except the one to consider scope of work instead of number of hours in contracts with independent consultants were adopted.

There were no questions about the month's financial report or updated FY06 budget. A motion to approve \$1000 to pay parent stipends in April/May 2006 carried unanimously. (Shelley/Barry S.)

Program updates

- ✦ Truancy Intervention Program: There was no written report. Dawn reported that truancy staff will work as long as the school year lasts, so Moorhead staff will work longer than the others.
- ✦ Reentry Services Project: In addition to the written report provided by Sally Dandurand, Transitional Coordinator, Shelley reported that the work group met with Steve Grineski from

MSUM about starting a community mentor program that would help kids transition successfully out of the Reentry Services Project.

- ✦ Restorative Justice Program: Jill Wenger is back on the job after maternity leave. All went well under Afton Moher's leadership in Jill's absence.
- ✦ Family Support Model work group: Lorrie Meier from LSS has begun working on an assessment of where we stand in Clay County with regard to wraparound and family group decision-making in preparation for beginning training for parents and professionals in both kinds of family support models.
- ✦ *LCTS update*: Jane has been working with schools and other agencies to increase the number of students on the IVE candidate list. Court Services has added some names to the list. It is difficult to ask school staff to recommend people because the system isn't family-friendly. Social Services has added all children in foster care. Clay County's list now includes 75 children. Jane will be making contact with participants in July/August (PH/Corrections) or September (schools). Jane will communicate with Vanessa about adding some of the Moorhead students in Prairie to the list. Some parents may appreciate the chance to get some help with their children.
- ✦ Coordinator's report (Dawn)
In addition to her written report, Dawn mentioned progress on the May 23rd Children's Mental Health Fair and her work on the Underage Drinking Town Hall meetings which were held in four locations in Clay County on March 28. Gina Nolte (Public Health/Substance Abuse Work Group chair) will continue to gather a group of community people representing various coalitions to continue working on a county-wide effort to combat underage drinking.

FY07 budget

In response to a question about the difference between FY06 income projection and FY06 anticipated income, Dawn answered that the figures in the "anticipated" column reflect that actual income and interest earnings are higher than initially projected.

In separate motions, the Administrative Group unanimously voted to recommend to the Executive Committee of the Governance Board that LCTS and Collaborative coordinator proposals be approved as submitted.

LCTS Coordinator (Larry/Gary)

Collaborative Coordinator (Larry/Steve)

FY07 work plans from all eleven work groups were unanimously approved in separate motions.

Notes indicate questions and/or clarifications.

- ✦ Children's Mental Health (Patty/Barry N.)
Flex funds will be administered by Lakeland; work group will set up a team to screen applications for flex funds and oversee distribution of funds.
- ✦ IIP (Joe/Gary)
The Administrative Group would like the work group to clarify language on paying teacher stipends to reflect the actuality that school districts and other organizations receive the reimbursement, not individuals and that school districts may not be the only ones who might need to hire a substitute in order send an employee to IIP training (e.g. Head Start). There was a concern that the amount budgeted for substitute reimbursement might be too low (no subs for less than ½ day period).
- ✦ School-Age Disabilities (Larry/Barry S.)
In response to a question, Dawn noted that the group has committed to hold a minimum of one event in each of the school districts in the coming year.

- ✦ Parent involvement (Barry N./Patty)
- ✦ Planning and Evaluation (Bernie/Lanette)

A concern was voiced that not all agencies could afford to send staff to two-day workshops or that topics would be appropriate as staff may have received similar training elsewhere. In response to a question about why the Administrative Group did not receive the whole proposal as the Executive Committee did, it was noted that the work group will work with Shawn Ginther to modify the proposal to better fit the needs of the Collaborative and address concerns voiced at the March Executive Committee meeting.
- ✦ Family Support Model (Gary/Patty)

In answer to a question about hourly rate, Patty informed that group that in the state of Minnesota, the rate for family group is \$60 per contract hour. The Administrative Group would like the work group to come up with a plan for tracking the actual hours of the facilitator as well as the contact hours. It is the understanding of the Administrative Group that the Collaborative will be billed for contact hours whether or not they actually reach 25 per week as projected or are lower.
- ✦ Reentry (Larry/Patty)
- ✦ Truancy (Larry/Barry N.)

The entire Administrative Group would like to receive the monthly reports that each school district receives.
- ✦ Restorative Justice (Larry/Gary)

The Administrative Group would like to see the evaluation Kathleen Bergseth is doing listed in the work plan as an in-kind donation.
- ✦ Prevention and Early Intervention (Larry/Bernie)
- ✦ Substance Abuse (Barry S./Larry)

The following points were mentioned as topics for the Administrative Group's FY07 work plan:

1. Marketing the Collaborative: What should our message about ourselves be?
2. Funding priorities for the future, especially for programs currently receiving outside funding
3. Making our legislators aware of the work we do
4. Where to draw the line in work plan proposals for FY08 for projects that need outside funding

Next meeting: 17 May 2006, 3 p.m., Probstfield Center for Education, 2410 14th St. S., Moorhead

Respectfully submitted,
 Dawn Tommerdahl
 Collaborative Coordinator