

Clay County Collaborative Administrative Group Minutes

Thursday, 25 January 2007

9:00 – 10:30 a.m.

Family Service Center, Room 4

In attendance: Kathy Anderson (Clay County Public Health), Donna Baker (Lakeland Mental Health Center), Allison Eide (intern, The Arc), Shelley Ford (Clay County Family Court/MN Dept. of Corrections), Gary Groberg (Churches United for the Homeless), Phil Jensen (Hawley ISD #150), Lanette Krinsky (Children's Mental Health LAC), Pam Ness (Lakes Country Service Coop), Joyce Newton, (Rural Enrichment and Counseling Headquarters) Jane Patrick (LCTS Coordinator), Joe Pederson (Lakes & Prairies Community Action), Rhonda Porter (Clay County Social Services), Carolyn Strnad (IIIP work group), Stan Thurlow (City of Dilworth), Sandi Zaleski (The Village Family Service Center), Dawn Tommerdahl (Collaborative Coordinator)
Program coordinators, work group chairs: Jody Claus (Access, Prevention & Early Intervention work group), Aimee Griffin (LSS, Family Support Model coordinator), Gina Nolte (CCPH, Substance Abuse work group), Jill Wenger (Sheriff's Department/Restorative Justice coordinator)

Meeting chair welcomed the group and we did a round of introductions. Minutes from the 12/21/06 meeting were unanimously approved. (Shelley/Joyce) The agenda for today was unanimously approved. (Gary/Lanette)

II. Nuts & bolts

✦ Financial report/FY07 budget

Rhonda asked Jane if she knew of other collaborative projects that have stopped billing for CW-TCM. Otter Tail has discontinued billing. Clay County continues to bill for children in the child protection system who are being managed in a medical way in case of future audits. Regarding a potential LCTS payback, Rhonda has received an email listing an amount per county which she will forward to us.

A motion to approve \$500 for petty cash to pay for parent stipends in February was unanimously approved. (Joyce/Sandi)

✦ LCTS update: Jane will keep us posted on what's going on with the LCTS audit. It's a relatively quiet time of the year. People have been very receptive to trainings.

✦ Coordinator's report: Dawn reminded the group of the Women's Fund forums on Children in Need of Care coming up on February 6 and 20. They will be held at the Public Safety building in Fargo (not the public works building). Dawn will send out a survey when it becomes available, by Monday at the latest.

III. Work plans for FY08 and preliminary budget

- Shelley expressed a concern that this process felt like the old United Way kind of grant funding. Others agreed. Dawn reminded the group that they wanted to see what the needs from the work groups are and that's how the work groups have devised their plans. Joyce thought that it would be frustrating for work groups to have been asked to identify needs which they have done. Now they need to know how much money they have to work with.
- The group decided to take a look at actual income (subtracting match grant) for a total of \$1,883,901.
- Fixed expenses were \$98,400. Fixed expenses were coordinators' fees, parent stipends, legal consultation, MCIT insurance, meeting expenses and audit.
- There was a suggestion to add budget lines for possible CW-TCM (\$59,000) and worst-case scenario LCTS payback (\$295,308: \$224,953 for audited district + projected \$70,000 for unaudited district) but in the end it was decided since we have this much in reserves, we don't need to add budget lines at this time.

- *Motion to fund work groups at FY07 levels for a total of \$720,740.50* for work groups plus fixed expenses of (\$98,400). That would leave us a projected fund balance of \$1,064,760.50.* (Joe/Stan) [The original expenditure amount in the minutes, \$700,972, was projected expenditures not FY07 budgeted levels. The fund balance has been adjusted accordingly. We can clarify this discrepancy next month.]*
 - Family Support Model: \$116,000
 - Reentry Services: \$138,859.50
 - Restorative Justice: \$66,000
 - Truancy Intervention: \$225,694
 - IIP: \$2450
 - Children's Mental Health: \$149,612
 - School-Age Disabilities: \$3250
 - Parent Involvement: \$6000
 - Planning and Evaluation: \$6375
 - Prevention and Early Intervention: \$2500
 - Substance Abuse: \$4000
- The work groups will be asked to submit revised budgets along with a statement of how funding at this level will impact what they had planned to accomplish in the work plans they submitted for consideration today.

Next meeting: Wednesday, February 28, 9 a.m. at Lakeland Mental Health, 1010 32nd Ave. S., Moorhead.

Respectfully submitted,
Dawn Tommerdahl
Collaborative Coordinator