

Clay County Joint Powers Collaborative Board Minutes
3:30 p.m. November 30, 2005
Meeting room 4, Family Services Center

In attendance: Pam Bernstein (Lakes & Prairies Community Action), Ben Brunsvold (County Commissioners), Lisa Erickson (Moorhead School Board), Shelley Ford (Corrections), Shelley Guida (The Village), Lori Keblar (DGF School Board), Lanette Krinsky (Parent representative), Carol Ladwig (Moorhead School Board), Kathy McKay (Public Health), Rhonda Porter (Social Services), Rob Praska (Barnesville School Board), Dennis Schmidtke (City of Dilworth), Carolyn Strnad (Parent representative), Jerry Waller (County Commissioners), Dawn Tommerdahl (Coordinator) *Guest:* Jill Wenger (Restorative Justice)

- I. We did a brief round of introductions.
- II. The agenda was amended to include a fourth item under finance.
(Lisa/Jerry/carried unanimously)
Minutes from the 19 October meeting were approved. (Carol/Lisa/carried unanimously)
- III. Project updates
 - A. *Re-entry Services:* Shelley Ford reported that since this is mid-quarter, there is no new data at this time. She is now balancing the checkbook monthly. She and Jill met with Dawn about the direction their work groups might take. The work groups will meet Dec. 13 and 15. The current Reentry/Restorative Justice Advisory Group will continue to meet quarterly for the time being.
 - B. *Restorative Justice:* Jill Wenger reported a large increase in the number of referrals. She has had 29 referrals so far this quarter and there is still one month remaining. She averaged 10-15 cases per quarter until last quarter when referrals jumped to 30. She attributes this increase to greater visibility among law enforcement officers since she has moved to the Sheriff's Department. During Jill's maternity leave the office will be staffed 20 hours a week by someone who has volunteered in the program for over a year.
 - C. *Truancy Prevention:* Shelley Guida reported that the school are happy at this time with staffing. Staff have been trained so that partial funding of the program can now come from reimbursement from MA. Numbers of students involved in the program are reported to schools monthly. The numbers are consistent with numbers reported in previous years.
- IV. Committee reports
 - A. Finance
 1. Financial reports
 - a. End of FY05 balance is not yet available because a few final LCTS payments will not be made until December.
 - b. Dawn handed out spreadsheets showing November activity and costs of the transition. She will add the lawyer's fees to the list. The bill for his remaining fee has been submitted. **Motion:** A budget line for these transition costs should be added to the Collaborative's FY05 budget since the services were rendered prior to September 1, 2005. (Carol/Rob/

carried unanimously) There was consensus that the FY budgets should be based on when services were rendered not on when they were paid for.

2. Ben gave a brief report on the audit by Eide Bailly. Since the last board meeting, Ben and Dawn have met with Brian Stavenger and Dave Stende from Eide Bailly. Brian met with the Finance Committee on November 14. Vijay Sethi has agreed to ensure that the recommended changes in journal entries will be made. He will attend the Finance Committee's meeting with Lori Johnson on Monday, December 5. Currently there is no contract with Clay County outlining exactly what fiscal hosting entails although an outline exists in a report from Vijay dated October 18, 2004 and in the CCJPB minutes from November 2004. **Motion:** To authorize the current Finance Committee to follow through with the County Auditor until the journal entries have been made. (Rob/Carol/carried unanimously) Ben noted that it is important that the new administrative and governance groups begin with a clean slate. The current Finance Committee will continue to meet as long as it takes to settle this issue.
 3. Petty cash: **Motion:** To approve an addition of \$500 to the petty cash fund to pay December/January parent stipends. (Jerry/Rhonda//carried unanimously)
 4. LCTS grants: Dr. John Molstre from Lakeland Mental Health contacted Shelley F. and Rhonda and asked to retain the \$2075 remaining in the amount Lakeland received to be used for flex funds for SED children. Rhonda noted that Lakeland did return the \$547 the board voted they could retain at the last meeting. **Motion:** To allow Lakeland Mental Health to retain the remaining \$2,075 in the grant it received for flex funds for SED children and use it as needed. (Shelley G./Kathy/carried unanimously)
- B. Carol walked us through the proposed changes to the bylaws/governance agreement that Dawn submitted after meeting with representatives from the county. She also proposed that additional language be added in Section 9 to address changes in IV-E candidacy rules. **Motion:** As Chair of the Formal Agreement Committee, Carol Ladwig moved that the Clay County Collaborative Formal Agreement Draft "E" with the recommended changes discussed and agreed upon today by the Clay County Joint Powers Collaborative Board, including:
1. Insertion of the words "Up to" in Section 5A first line after the word "meet;"
 2. Addition of the sentence: "Suggested meeting responsibilities include:" at the end of Section 5 A;
 3. Insertion of the words "representatives of" in Section 5 C after the word "as;"
 4. Insertion of the word "(city-county)" after the word "county" in Section 6A1 and Section 7B3;
 5. Insertion of a new B. and D. under Section 9 Collaboration with On-going Projects and Initiatives to read:
 - B. "New Partner organizations in the Clay County Collaborative shall work to facilitate the sharing of consumer information when necessary in a manner that is consistent with all relevant data privacy regulations."

Existing B. becomes C.

“D. The Collaborative will share any liability bestowed upon the Social Services Agency as a result of making IV-E Candidacy eligibility determinations.”

6. Insertion of date “30th Day of November 2005,

be adopted today, November 30th 2005, by the Clay Co. Joint Powers Collaborative Board and that the effective date of this agreement thus be December 30th, 2005 as established in the new Clay County Collaborative Formal Agreement as Amended.

(Carol/Carolyn/carried unanimously)

- V. Other: LCTS: The board received an outline of partner responsibilities and a timeline for implementation of the new IV-E candidacy rules from LCTS coordinator Jane Patrick. Rhonda reported that Social Services personnel will begin to assemble the new IV-E candidacy list next week. She foresees difficulties in obtaining releases from parents to share the list of names. Shelley G. suggested that perhaps existing language in Minnesota School Board Association regulations might cover this sharing of names. She learned of it from Lynne Kovash (Moorhead ISD) and it was used to facilitate data sharing in the Truancy program. Shelley will pass the information along to Rhonda.
- VI. Dawn distributed a list of new partners and members of the Administrative Group. She asked people to forward to her the names of any other organizations that should be asked to join the Collaborative.
- VII. The end of the beginning...
Ben gave a brief speech about the end of the transition and thanked people for their dedication. Dawn talked about the beginning of the new structure – it is a new day for the Clay County Collaborative. Toasts to all of the hard work accomplished in the past few months and to all who have been involved in the work of the Collaborative from the very beginning were made. This board adjourned for the last time at 5:15.

Respectfully submitted,
Dawn Tommerdahl
Collaborative Coordinator