

**PACT 4 Families Collaborative
Chief Elected Officials, Executive Board and Management Team Retreat Meeting Minutes
Green Lake Bible Camp, Spicer MN
Thursday, September 9, 2010**

Present: Dick Larson, Kandiyohi County Commissioner
Jane Remiger, Yellow Medicine Co. Commissioner
Loren Hacker, Canby Schools
George Dubie, Greater MN Family Services
Tammy Thompson, Meeker County Probation
Debi Brandt, Heartland Community Action Agency
Ed Downey, PACT 4 Supervisor

Amy Wilde, Meeker Co. Commissioner
Bob Fox, Renville County Commissioner
Jerry Brustuen, Renville Co. Human Services
Greg Schmidt, MACCRAY Public Schools
Jill Bruns, Renville County Public Health
Deborah Sheehan, PACT 4 Director
Rick Loseth, PACT 4 Supervisor

Absent: Becky Romosz, Parent; Arliss Stenger, Parent

Other Attendees: Ann Goering, Ratwik, Roszak & Maloney; Clark Gustafson, Meeker Co. Social Services; Mary Potter, Yellow Medicine Co. Human Services

Meeting Called to Order by Chair, George Dubie, at 9:05 a.m.

EXECUTIVE BOARD GENERAL BUSINESS

1. Approval of Proposed Agenda

Bruns moved to approve the Agenda as presented. Hacker second. Motion unanimously carried.

2. Approval of Meeting Minutes

Brandt moved to approve the June 2010 Meeting Minutes as presented. Brustuen second. Motion unanimously carried.

3. Fiscal Update

a. Month End Cash Balance Financial Reports

The month ending August 2010, noted a cash balance of \$4,511,508.07 with monthly interest earned at \$83.43 on checking. Total revenue for the current month was \$226,213.51 with expenditures totaling \$428,968.89.

b. Discretionary Fund Report

Discretionary funding for the month totaled \$2,680.05 (paid and pending payment); year to date \$39,153.45; with a total budget allocation of \$40,000.

c. Review & Approval of Bills

After review and discussion of payables totaling \$330,316.32, Brustuen moved to approve bills as presented. Hacker second. Motion unanimously carried.

4. Committee Updates

A monthly committee summary report was distributed and reviewed by the Board. Sheehan noted that the only committee meeting held in August was the Parent Advisory Committee all other committees and Full Collaborative do not meet the month of August.

It was noted that PACT 4 Executive Personnel Committee will be meeting at 10:30 a.m. prior to the October 5, 2010, Executive Board Meeting in same room.

LEGAL DISCUSSION RELATIVE TO JOINT POWERS AGREEMENT AND BYLAWS REVISION WITH ANN GOERING, ATTORNEY

Sheehan began discussion giving a background on the conflicting language between our current Bylaws and Joint Powers Agreement. Ann Goering noted that in addition there are no references to the required statutes for family services and mental health collaboratives and recommended a complete re-write. To assure accurate information in Joint Powers Agreement and Bylaws, Goering proceeded to ask many questions of the Chief Elected Officials and Executive Board members on decision-making authority, selection/election of executive board members, categories of membership, how to become members, membership fees/dues, duties of each board, property provisions, etc. Goering will draft a new Joint Powers Agreement and Bylaws and forward to Sheehan within the month.

ORGANIZATIONAL CHANGE DISCUSSION

PACT 4 – Organizational Influences

The intent of this discussion was to take a step back and look at whom we are and who we want to continue to be; look at the vision and mission of our organization and partnerships and to identify the factors that have impacted PACT 4. “PACT 4 has the vision of healthy and safe communities where individuals, families, and children care and support each other.”

1. What Changes in the past have contributed to our current identity?

The chart below outlines the political, economic, social and technological factors that have contributed to our current identity as PACT 4.

Political Center for Mental Health Services (CMHS) interpretations
Grant writing
Parent involvement
Calculated risk taking
Measurement of outcomes
Persistence

Economic Eligibility of mental health services
Grant writing
Leadership styles
Integrated fund
Provide training
Innovation & seeking/finding opportunities

Social Diversity of members
Strength in numbers
Embracing collaboration
Early intervention/prevention (vs. reactive)
Open to change
Trust
Listen to needs

Technological Communication

2. ***Implications for the future***

Using the same methods, the group discussed what factors will contribute to our future as PACT 4 and enhances what is already in place.

Political Health care reform
Strong parent involvement

Economic Contracting out our expertise
Grant criteria
Health care reform
Social return on investment

Social Decreasing populations
Growing number of elderly
Cultural shifts - more emphasis on diversity (tribal, Hispanic & Somali groups)
Enhance collaborative philosophy
Survival mode (more competition)
Getting partners to the table when there is less staff and more work

Technological Communication
Building stronger collaboration

We need to look to the future but learn from the past and posture our organization for the future. Two resources were distributed and reviewed... 1) The Seven C's: Questions for Partners; and 2) Collaboration Grid.

SHAPING AND ANTICIPATING THE FUTURE OF THE COLLABORATIVE

Discussion about the McLeod County Proposal

Prior to discussion a *Pros and Cons for McLeod County Addition to PACT 4* lists that was developed by the PACT management team was distributed, reviewed and discussed.

1. ***Next Steps***

a. What questions need to be answered?

- ✓ The first question and most fundamental...do we want to expand by adding another county?
- ✓ How will expanding benefit both PACT 4 & McLeod County?
- ✓ How much access is there to the PACT 4 fund balance? Or competitive grant process?
- ✓ *What are they willing to commit to the integrated fund?
- ✓ *Is the mission/vision compatible? Philosophy? Wraparound? Early childhood mental health?
- ✓ Develop a "structured timeline?"
- ✓ Implications of LCTS claiming for schools, public health and corrections?
- ✓ *Is there a formal commitment from school to fully participate in LCTS?
- ✓ *Are schools willing to participate in the SHARE Survey?
- ✓ Commitment?
- ✓ What parent organization/input exists?
- ✓ *Willingness to fully participate in monthly Full Collaborative and committee meetings?
- ✓ Will PACT 4 need to increase staff?

- ✓ Training process and timeline?
- ✓ What is the cost to PACT 4 to get their entities operating at a similar level as current partners?
- ✓ Would a contractual arrangement be a better option to get back on track?
- ✓ Would a moratorium/probation be in order?
- ✓ Should a sub-committee be developed?

* These items would be required for joining

Other considerations and requirements discussed:

- ✓ Need formal resolution from McLeod County Board of Commissioners.
- ✓ Joining / start-up fees.
- ✓ Create minimum stands before going forward.
- ✓ Mission, vision and philosophy compatible.
- ✓ Practice Wraparound.
- ✓ Fully participate in LCTS.
- ✓ SHARE Survey will be done in all schools.
- ✓ Regular participation in monthly Full Collaborative and committee meetings.
- ✓ They are contiguous and of similar size.

b. Timelines

- September '10
- Ann Goering revised Joint Powers and Bylaws.
 - Memorandum of understanding to McLeod County will be developed – sent to CEO & Executive Board for review prior to October meeting.
- October '10
- CEO & Executive Board review revised Joint Powers and Bylaws authored by Ann Goering.
 - CEO & Executive Board has discussion with McLeod County Family Connection key players.
 - Formal proposal from McLeod Board of Commissioners is requested.
- November '10
- Begin discussions with school, public health and corrections administrators to implement LCTS.
 - CEO will take the updated Joint Powers Agreement to their county attorneys for review.
- December '10
- CEO request their county boards sign on the new Joint Powers Agreement.
 - Continue discussions with school, public health and corrections administrators to implement LCTS.
 - Begin Wraparound training in McLeod County.
- January '11
- If partnership official – McLeod County will appoint a Commissioner to the CEO Board.

2. **Review McLeod Proposal**

a. Opportunities

- ✓ Rejuvenate committees and bring new energy.
- ✓ Expand and pass on our collaborative philosophies.
- ✓ Schools have more options to benefit them.
- ✓ A younger, growing county.
- ✓ As services move towards regionalizing – fill out region 6E.
- ✓ Many partners already serve and/or have strong ties to McLeod services.
- ✓ Provides new opportunities for grants.
- ✓ Increased LCTS income and membership resources.

b. Challenges

- ✓ Further sharing and stretching of shrinking financial resources across greater geographic area.
- ✓ Increased cost of training, partnership development, etc.
- ✓ Could upset our positive history.

3. **Follow Up Needed**

In a call of hands there was a majority in favor of moving forward in expanding and further pursuing a reasonable agreement of partnership with McLeod County. There was further dialogue on admission fees, start up costs and other administrative expenses to PACT 4. The PACT 4 management team will draft a cost analysis and proposal of implementation costs.

After discussion on an interview process with McLeod representatives it was decided that they will be invited to join the next Executive Board meeting at 1:30 p.m. on Tuesday, October 5th. The CEO Board will come at 1:00 p.m. to review the proposed Joint Powers Agreement and Bylaws.

Meeting adjourned at 3:05 p.m.

Respectfully Submitted,
Jolene Borka, Recorder