

**PACT 4 Families Collaborative
Executive Board Meeting Minutes
Tuesday, August 4, 2009**

Present: George Dubie, Loren Hacker, Jerry Brustuen, Greg Schmidt, Becky Romosz, Tammy Thompson, Debi Brandt, Jill Bruns
Absent: Arliss Stenger
Ex Officio: Deborah Sheehan, Valerie Mersch
Guests: Ed Downey, Connie Otto, Diane Helgeson

1. Approval of Proposed Agenda

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

2. Approval of Meeting Minutes

Brustuen moved to approve the July 2009 Meeting Minutes as presented. Hacker second. Motion unanimously carried.

3. Fiscal

a. Month End Cash Balance Financial Report

The month ending July 2009, noted a cash balance of \$5,591,411.85 with monthly interest earned at \$72.38. Total revenue for the current month was \$98,338.51 with expenditures totaling \$177,186.47. The fund Balance Sheet and Cash Balance report were distributed for review.

b. Discretionary Grants / Flexible Funds Review

A Report on Discretionary Grants and Flexible Funds was distributed for the month ending July 2009. Paid Discretionary Grants ending this period equaled \$3,632.10; with an YTD total at \$6,632.10 and a total budget allocation of \$12,500. Paid Discretionary Plus Grants for this period equaled \$3,000; YTD at \$29,000.00 with a total budget allocation of \$60,000. Paid Flex Funds this month totaled \$0; YTD \$261.31 with a total budget allocation of \$3,000.

c. Review & Approval of Bills

After review and discussion of payables totaling \$160,995.56, Bruns moved to approve bills as presented. Brustuen second. Motion unanimously carried.

d. Policies and Procedures

i. Policy Controls Report by Val Mersch, Fiscal Host

The gift certificate records were reviewed. Val reported no concerns in the review of gift card/certificate procedures. All documented proof is on file

e. Audit Update

The audit is nearing completion and the audit closing presentation is tentatively scheduled for the September meeting.

f. Flex Fund Approval Request

Connie Otto from Kandiyohi County Family Services presented a flex fund in the amount of \$2,447.40. The amount requested is just for the tuition related to a child's out of home placement. The school district is unable to pay. After extensive discussion on the school and county involvement and responsibilities Dubie moved to approve the flex request as presented. With no second and further discussion Dubie rescinded his motion. Thompson moved to decline the request based on the fact that the family recently moved out of county. Loren second. Romosz noted it is not appropriate to refuse based on that entirely because the family at the time of placement did live in Kandiyohi County. Motion fails with two in favor and six opposed.

Romosz moved to approve \$1,000 of the request. Schmidt second. Continued discussion on partial payment and who would pay the remainder of fee in addition to giving recommendations on where to look for additional funding (e.g. Willmar Public Schools Area Foundation, Good Samaritan Fund). Romosz added to the original motion that the \$1,000 payment is applied to school tuition expenses incurred from today's date forward. Schmidt accepted the amendment. With no further discussion motion carries with seven in favor and one opposed.

g. Other

No "Other" discussion noted.

4. Committee Updates

a. PACT 4 Committee Reports

A monthly committee report was distributed and reviewed by the Board. Romosz added that the Parent Advisory Committee has ideas for the Full Collaborative meetings with more real stories and introductions to know who partners are. There was discussion on encouraging more mingling to get to know more partners and/or having parent lead breakout sessions – with pre-planning and seeking out parent leaders. Romosz will bring ideas back to the PAC for input.

Discussion on notes under the Wraparound Committee regarding Signs of Safety - Signs of Safety is evidence based programming and very child focused with a philosophy in dealing with kids in their home. It is very similar to wraparound.

The early childhood committee is acting as steering committee for the Birth to Five grant. They were a very active part of the application process.

c. Mental Health Sub-Committee

The sub-committee had Dr. Reed Sulik at the last meeting with discussion on the state of services to youth, as well as adults, in Minnesota. Discussed respite services, school based funding and other concerns in adolescents in which our local LAC will be looking at further. They continue to work on transition funding and resources for young adults entering college with mental health issues.

d. Other

No "Other" discussion noted.

5. Personnel

Linda Mathison was offered and agreed to fill the part-time coordinator, 16 hour per week, Birth to Age 5 grant position as an independent contractor.

We have just received a letter of resignation from Alejandro Espinoza as co-coordinator to the Guia grant program. A current ad is running to fill this position as a Youth Coach to the program.

Thompson asked for clarification on notations in the July Meeting Minutes in regards to the supervisor position in the PACT 4 office held by Ed Downey that has been reduced to 60% time from 80% time as of July 1st. Sheehan clarified this action was taken from discussion and motion related to budget discussions in October 2008.

6. LCTS & Other Grant Updates

a. LCTS Grant Updates

In regards to the LCTS payback and advice from our areas largest district; invoicing to the schools will begin this month following their levy agreement over a three-year term. The invoices are currently being developed and should be out very soon.

b. CCSA Funding Update

In July 2009 we received notice that CCSA funds (aka: ASG – Adolescent Services Grant) was being cut by 25% for the period of July 1, 2009 – June 30, 2010 and 33% for the period of July 1, 2010 – June 30, 2011. At this point no contracts have been made regarding HCBS programming, but the expectation by Greater MN Family Services would include carve out funding approved at \$46,000/county x 2 counties (Meeker and Renville) x 2 years. This includes \$41,000 CCSA and \$5,000 LCTS. Kandiyohi County equals \$5,000 (LCTS) x 2 years. Yellow Medicine County was requesting \$30,000 go to RJ leaving \$16,000 per year for their brokered HCBS services.

Recommendations for final resolution on this issue are: 1) Yellow Medicine and Kandiyohi County is allocated funds from CCSA in the amount of \$30,750 for year one (July 1, 2009-June 30, 2010) reflecting a 25% reduction and \$27,470 for year two (July 1, 2010-June 30, 2011) for adolescent restorative justice programming; 2) YM County is allocated \$5,000 from LCTS for brokered HCBS funding; and 3) That Greater Minnesota Family Services be contracted with for HCBS services in the following counties on the following basis:

- o \$5,000 for services in Kandiyohi County with the staff person providing these services is approved by the Director of Social Services from that County.
- o \$35,750 be allocated for HCBS services in each of Meeker and Renville Counties for year one and \$32,470 for year two to reflect the same amount of CCSA and LCTS dollars allocated to YM and Kandiyohi Counties.

Hacker moved to approve the recommendation for final resolution as 1) Yellow Medicine and Kandiyohi County is allocated funds from CCSA in the amount of \$30,000 for year one (July 1, 2009-June 30, 2010) reflecting a 25% reduction and \$27,470 for year two (July 1, 2010-June 30, 2011) for adolescent restorative justice programming; 2) YM County is allocated \$5,750 from LCTS for brokered HCBS funding; and 3) That Greater Minnesota Family Services be contracted with for HCBS services in the following counties on the following basis:

- o \$5,750 for services in Kandiyohi County with the staff person providing these services is approved by the Director of Social Services from that County.
- o \$35,750 be allocated for HCBS services in each of Meeker and Renville Counties for year one and \$32,470 for year two to reflect the same amount of CCSA and LCTS dollars allocated to YM and Kandiyohi Counties.

Bruns second. Motion carries with six in favor, one abstained and one opposed.

c. General Grant Updates

Downey gave an update on the 21st Century grant; a meeting with BOLD Schools administrative staff as well as Steering Committee personnel, the grant coordinator, Sheehan and Downey was very productive and feels the program in that district will be moving forward. They will still be on probationary status until program goals and expectations are met.

Sheehan noted the two chemical health coalition grants and Guía program just completed their fiscal year. Staff from each of the chemical health grants had training in Montana and Kentucky (with state approval). Guía's first year was a bit bumpy as these are extremely complex kids and 25% of the parents are currently incarcerated.

SHARE is tying up programming and will be ending in September. The next meeting of the Coordinating Council is August 18th with discussion on how they want to move forward after the grant.

Sheehan noted that we currently have four proposals pending and are hoping to hear word on the decisions for each by the end of August.

d. *Other*

No "Other" discussion noted.

7. Mission, Sustainability & Strategic Planning Discussion

a. *Board Retreat – September 14, 2009, Prairie Woods Environmental Learning Center*

i. *Lobbying & Political Approaches with Rod Halvorson*

Last month we talked about seeing the signs that we should be lobbying – How do we mobilize politically? How are we going to be poised when the economy bounces back? How do we best position ourselves? How do we commit to the social obligations of our children? It was suggested we use our retreat time to strategize. Rod Halvorson, Executive Director of the MN Social Services Association, has agreed to join us in our retreat to help us address our lobbying needs. Mr. Halvorson provides lobbying efforts for MSSA's legislative agenda.

ii. *Legislative representation*

It was agreed that we want to position ourselves before legislators are invited to a meeting. We want to have a clear plan and have legislators listen to what we need. A decision will be made at the retreat on how to best move forward in inviting our local legislators.

iii. *Meeting Structure and Strategy*

A draft agenda was distributed for review. Talked about a short partner survey (via survey monkey) prior to the retreat asking questions like *what services do you see going away? What are the priorities of you school/agency? How should PACT 4 move into the future?*

It was noted that one of the things PACT 4 does well is Collaboration... so how do we create the political connection in collaboration?

b. *Other*

Dubie noted the efforts of Mary Regan from the Minnesota Council of Child Caring Agencies. MCCCCA is a leading voice in maintaining and strengthening high-quality care and treatment for Minnesota's emotionally troubled children. The work of the MCCCCA includes legislative and governmental agency advocacy for children's issues, public education, professional development and peer consultation. The MCCCCA would be a great contact for the Parent Advisory Committee.

8. Other

No "Other" discussion noted.

Meeting adjourned

Respectfully Submitted,
Jolene Borka, Recorder

The next scheduled meeting for the PACT 4 Executive Board is Monday, September 14, 2009; 9:00 a.m. at the Prairie Woods Environmental Learning Center in Spicer