

**PACT 4 Families Collaborative  
Executive Board Meeting Minutes  
Monday, April 6, 2010**

Present: Loren Hacker, Jerry Brustuen, Greg Schmidt, Tammy Thompson, George Dubie, Arliss Stenger, Jill Bruns, Becky Romosz

Absent: Debi Brandt

Other Attendees: Deborah Sheehan, Ed Downey, Val Mersch

**Meeting Called to Order by Chair, George Dubie, at 11:45 a.m.**

**1. Approval of Proposed Agenda**

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

**2. Approval of Meeting Minutes**

Brustuen moved to approve the March 2010 Meeting Minutes as presented. Thompson second. Motion unanimously carried.

**3. Fiscal**

*a. Month End Cash Balance Financial Reports*

The month ending February 2010, noted a cash balance of \$4,770,782.45 with monthly interest earned at \$26.83. Total revenue for the current month was \$141,898.82 with expenditures totaling \$178,692.58. Discretionary funding for the month totaled \$0; year to date \$3,300; with a total budget allocation of \$40,000.

*b. Review & Approval of Bills*

After review and discussion of payables totaling \$199,998.43, Stenger moved to approve bills as presented. Romosz second. Motion unanimously carried.

*c. Policies and Procedures*

*i. Policy Controls Report by Val Mersch, Fiscal Host*

Val reported no concerns in the review of gift card/certificate procedures. A full physical inventory will be done soon and reported back to Board.

*d. Other*

It was noted that Brustuen, Sheehan and Jolene Borka met with representatives from Bremer National Bank on investment strategies. A meeting will be set up in the near future with MAGIC (MN Assoc. of Governments Investing in Counties) to do a comparison. The Board will be kept apprised of any investment changes.

**4. Personnel**

*a. Personnel Updates & Discussion*

No discussion noted.

*b. Staff Updates*

*i. General Update*

No discussion noted.

*ii. 21<sup>st</sup> Century Coordinator Position*

Job interviews are scheduled for tomorrow, Wednesday, April 7<sup>th</sup> for the coordinator position with the 21<sup>st</sup> Century grant.

*c. Other*

No "Other" discussion noted.

**5. Committee Updates**

*a. PACT 4 Committee Reports*

*i. Committee Reports*

A monthly committee summary report was distributed and reviewed by the Board. Sheehan talked about putting more focus on engaging committees.

*b. Mental Health Subcommittee*

Romosz noted that the committee continues looking into PBIS (*Positive Behavioral Interventions and Supports*) and interfacing with the schools. The transitions grant is still pending. There is a mental health awareness walk scheduled for May 20<sup>th</sup> to increase the awareness of mental/physical health issues.

There was extensive discussion on state operated systems and potential changes in mental health services.

*c. Other*

No "Other" discussion noted.

**6. LCTS & Other Grant Updates**

*a. LCTS Updates & Discussion Related to Next Round Grant Cycle*

In continued planning for the 2011-2013 competitive grants funding cycle a message did go out to public health directors on their need for carve-out dollars for universal contacts. Bruns noted that there needs further discussion with the directors and a report on program outcomes before discussions regarding the next phase of LCTS allocations.

*b. General Grant Updates*

PACT 4 was awarded \$11,000 from the Carl Pohlad Foundation to send kids to summer camps. Applications to apply for camp scholarships are on the PACT 4 website at [www.pact4.org](http://www.pact4.org).

The proposals for the Drug Free Communities grants (one each in Renville & Yellow Medicine Counties) were mailed on March 18, 2010.

Downey reported that the application for phase 2 funding for planning and implementation with the Juvenile Justice / Mental Health grant through the US Department of Justice (DOJ) is almost complete. Deadline is April 8<sup>th</sup>. Downey continued to report on the goals and fundamentals of the proposal.

The 21<sup>st</sup> Century Community Learning Centers grant is awaiting the application for extension funding for an additional year (August 2010 – July 2011) for \$690,000. Funding decisions for this program will be made year by year by the MN Department of Education.

Board Chair Dubie asked for a written summary on the current proposals that have been and will be submitted for the CEO and Annual Meetings schedule for later this week.

*c. PACT 4 School Based Social Worker Discussion*

As contracts are being prepared and forwarded to area schools there will be no change in the number of contract days for the 2010/2011 school year. Willmar Public Schools is still planning on reducing 1.5 PACT 4 contracted social work positions in the 2010/11 school year. However, it was noted that one of the Willmar employed social workers is retiring opening a position within the district. All three of the PACT employed social workers have applied. The New London-Spicer school district last year reduced their contract to 3-days per week and would like that position back to a regular 208 day contract for the 2010/11 school year. Hacker moved to approve the contract increase to New London-Spicer schools from 125 days to 208 days for the 2010/11 school year. Brustuen second. Motion unanimously carried.

There was extensive discussion and ideas shared on serving kids, seamless delivery of services, clinical supervision and processes regarding revenue draw down on targeted services/case management and third party insurance billing. It was also noted to look at arranging an information session during the summer months for schools and other interested agencies.

*d. Other*

No "Other" discussion noted.

**7. Annual and CEO Meeting**

*a. Thursday, April 8, 2010, The Oaks in Willmar*

Noted the Annual Meeting is scheduled for Thursday, April 8<sup>th</sup> at The Oaks in Willmar.

Dr. Read Sulik will be the keynote speaker. The CEO Board will begin at 3:00 p.m.; registration and social hour beginning at 5:00 p.m. and dinner at 6:00 p.m. with the program following.

**8. Mission, Sustainability & Strategic Planning Discussion**

*a. Legislative Initiatives*

The Legislative Initiative packets and letters have been forwarded to legislators. There are no other current updates. We should now be looking toward the next phase of connecting with legislators during the off season and keeping materials available. In addition we need to look to the federal representation and educating on parity in the collection of LCTS dollars. It was also suggested to target serious contenders for governorship. There was discussion on activities (if any) from other collaboratives across the state.

*b. Financial / Partnership Outreach and strategies*

No discussion noted.

**9. Other**

In follow-up to discussions from December 2009 regarding contact by some involved in the McLeod County Collaborative seeking information and recommendations on how to best strategize to keep schools and partners involved – There is no additional information to report and no meetings have been arranged. The Board will be kept apprised of any conversations.

**Meeting adjourned 1:20 p.m.**

Respectfully Submitted,  
*Jolene Borka, Recorder*

*The next scheduled meeting for the PACT 4 Executive Board is Tuesday, May 4, 2010; 11:30 a.m. in room 2055 of the Kandiyohi County Health and Human Services Building in Willmar.*