

Full Collaborative Meeting
Wednesday, March 8th, 2006; 12:00 pm to 2:00 pm
Kandiyohi County Health & Human Services Building; Willmar, MN

Present: Kim Hanson, Woodland Centers
Tammie Knick, GFW School Social Worker
Becky Romosz, Parent KC; Executive Board Chair
Annie Tepfer, Christian Comm. Outreach Ctr. Director
Amy Haugen, Woodlands PRIDE-4 Coach
Amber Mitchell, Student RC
Karyl Mooney, Parent RC
Danette Hendrickson, PACT 4 Social Mktg Coord.
Laurie Bliss, Parent YMC
Kelly Sullivan, Student RC
José Herrera, RCW (PACT 4) School Social Worker
Judy Revier, Renville Co. Outreach
Ann Stehn, Kandiyohi Co. Public Health Director
Mike Funk, BOLD School Superintendent
Char Erickson, PACT 4 Wraparound Coord.
Lori Clasemann, RCW MentorWorks Too Coord.
Julie Meyer, EV/W School Social Worker
Christine Hilbert, Willmar School Child Guide
Dick Larson, Kandiyohi Co. Commissioner
Julie Slaughter, Parent RC
Wendy Walz, Litchfield School Early Childhood Coord.
Diane Winter, Renville Co. Public Health Director
Donna Henning, Heartland Head Start Comm. Partnership Spec.
Eric Day, Litchfield School Truancy Specialist
Jayme Ryan, BOLD School SHARE Advisor
Cheryl Loge, Litchfield School Social Worker
Emily McGonigle, Yellow Med. Co. Family Svcs. Social Worker
Michelle Bethke, Litchfield School Special Ed. Coord.
Kathy Grannes, Parent RC
Pam Kyllingstad, ACGC School Superintendent
Heather Evenson, YME (PACT 4) School Social Worker
Dawn Freidel, Greater MN Family Svcs.
Sally Belgum-Blad, ACGC SHARE Liaison
Lana Schreiner, GFW SHARE Liaison
Becky Knudson, Child Care Choices Coord.
Karen Houtman, The CONNECTION Youth Ctr. Mgr.
Debi Brandt, Heartland Comm. Action Agency Coord.
Rick Swenson, NL/S School Principal
Gracie Nieto, Woodland Centers Liaison
Polly Ann Peters, Woodland Centers Liaison
Liz Christenson, LSS Program Mgr.
Dawna Schmitz, Parent MC
Heidi Peterson, Meeker Co. Social Svcs. Social Worker
Pat Thomas, Meeker Co. Social Svcs. Supervisor
Tom Burton, Youth for Christ
Deb West, Kandiyohi Co. Comm. Corrections Director
Rod DeBoer, CMCS Prinsburg Superintendent
Dorothy Anderson, EV/W IMPACT
Jean Younger, Renville Co. Public Health Nurse
Jon Marchand, Greater MN Family Svcs HCBS-KC
Dixie Jordan, PACER
Virginia Sullivan, Parent RC
Debbie Gerrety, PACT 4 PRIDE-4 Liaison
Carrie Freiborg, Shelter House Coordinator
Janice Madden, NL/S SHARE Project Director
Maureen Mitchell, Parent RC
Bryan Thiery, KC YMCA Mentoring Program
Lynette Braun, Rice Hospital PET Program
Toni Branness, PACT 4 Director
Scott Mooney, Parent RC
Jane Remiger, YM County Commissioner
Bob Tews, Cedar Mt. School Superintendent
Jerry Brustuen, Renville Co. Human Svcs. Director
Kenny Turck, PACT 4 Restorative Justice Coord.
Rick Loseth, PACT 4 Clinical Supervisor
Nancy Van Hauen, Willmar School Nurse
Sherrie Zieglmeier, EV/W IMPACT Coord.
Wendell Veurink, Greater MN Family Svcs. Counselor
Aggie Meium, Willmar School Child Guide
Arliss Stenger, MC Parent
Michael Mohs, Willmar School Alternative Prog. Director
Cathy Nelson-Messer, Heartland Head Start
Cindy Louwagie, Countryside Public Health Nurse
Deb Kleven, Willmar School Child Guide
Kristina Slaughter, RC Parent
Brian Skogen, Canby (PACT 4) School Social Worker
Melissa Peterson, Goodwill/Easter Seals Program Mgr.
Sue Thomes, Learning Funhouse Director
Jackie Gustafson, Greater MN Family Svcs. HCBS-MC
Dawn Jelly, Crow River Youth for Christ
Donna Brau, KC Area Family YMCA Child Care Ctr.
Susan Kamrath, Canby School Dst.
Kathy Potter, Cedar Mt. SHARE Liaison
Cecilia Zendejas, GFW School
Peg Heglund, Yellow Medicine Co. Family Svcs. Director
Susan Knutson, EV/W SHARE Advisor
Sarah Wennerberg, PACT 4 Evaluation Specialist
Eric Vogel, U of MN Extension Svc. Regional Educator
Steve Brisendine, Willmar Comm. Ed & Rec. Director
Kathie Fransen, Woodland Centers Liaison
Sherri Pool, CMCS Prinsburg SHARE Liaison
Dwight Barrick, Parent MC
Mary Entinger, Parent MC
Tammy Thompson, Meeker Co. Probation Director
Mattias Houck, Kandiyohi Co. Family Svcs. Intern
Dianne Halterman, LSS Clinical Director
Leah Thorpe, Willmar School Child Guide
Becky Sarsland, Willmar (PACT 4) School Social Worker
Kirsten Anderson-Stanbridge, LSS
Cathy Nelson-Messer, Heartland Head Start
Darwin Strong, YME/Upper Sioux (PACT 4) Children's Helper
Ronelle Nelson, PACER

1. Introductions

2. Approval of Minutes

A motion was made by Julie Slaughter to approve the February minutes as presented, second by Wendy Walz. Motion carried.

3. Approval of Agenda

A motion was made by Karyl Mooney to approve the agenda, second by Arliss Stenger. Motion carried.

4. PACER Update

Dixie Jordan and Ranelle Nelson gave an update on their programs. PACER Center offers families of children and youth with disabilities the options, information, and support they need to achieve their goals. PACER Center was created by parents of children and youth with disabilities to help other parents and families facing similar challenges. PACER Center is staffed primarily by parents of children with disabilities and works in coalition with 18 disability organizations. PACER offers resources on education and disability issues to parents and professionals. PACER also produces accurate, understandable materials that range from newsletters, books and brochures to videos and extensive Web sites. Their contact information is:

PACER Center
8161 Normandale Boulevard, Minneapolis, MN 55437-1044
800-53-PACER; fax: 952-838-0199; E-mail: pacer@pacer.org
www.pacer.org

The Minnesota Statewide Family Network is a statewide non-profit parent-directed organization in Minnesota, whose mission is to expand opportunities and enhance the lives of children with mental health disorders and their families. They offer:

- ◆ Individual advocacy and referral for parents of children with mental health concerns
- ◆ Workshops on a variety of topics
- ◆ Resources on topics such as children's mental health, serious emotional disturbance, and others
- ◆ Technical assistance to parent groups and organizations
- ◆ Listserve to connect parents, parent groups and organizations, and networks in MN for information exchange
- ◆ Website with children's mental health information and links to other related sites

A unique part of this organization is the Youth Advisory Board. This board meets regularly and is run by youth who share their ideas and concerns regarding mental health services for children and youth. These teens create a youth leadership presence in MN as self-advocates, share ideas on existing services, and point to areas for needed improvement. MSFN contact information is:

MN Statewide Family Network
8161 Normandale Boulevard, Minneapolis, MN 55437-1044
866-204-1360; fax: 952-838-0199; E-mail: cmhn@cmhn.org

5. Woodland Centers – Family Liaisons and Referral Process

Kim Hanson from Woodland Centers introduced Kathy Fransen, Gracie Nieto and Polly Ann Peters as the new liaisons hired through a contract from PACT 4. The referral process will be simple and will accept referrals from anyone and it does not have to be only diagnosed mental health issues. They will be going through Kim, and she will assign the liaison. There won't be a specific liaison assigned to a specific county. They will co-team all four counties. Orientation has been arranged for the next couple of weeks and will include training. Because of that, Woodlands probably won't be taking referrals until about the last week in March.

6. 5-8th Grade Drumming and Singing Group

5th thru 8th graders from the Upper Sioux Community were present today to perform. The song and dance performed today was one that they learned in their after school program. This program is called DaMakota! and is funded through an LCTS After School grant.

7. Grant and LCTS Update

Reminder that there's no noon Full Collaborative meeting in April. We hold our Annual Meeting instead. The title this year is: *Celebrating Collaboration, Celebrating Success, Celebrating Community....Looking Towards the Future*. The Executive Board will hold a condensed meeting from 3:00-3:30. The Chief Elected Officials Board will meet from 3:30-5:00. Social Hour will be from 5:00-5:30, and the dinner and program will be from 5:30-8:30. The Annual Meeting this year will be at the Blue Heron on the Green.

We received a conditional letter from the Chemical Health Division of the Dept. of Human Services. They will fund two counties, Yellow Medicine and Renville. The grant dollars will fund two separate grants. These two counties were selected based on the needs shown on the MN Student Survey data. We did not have a choice of which counties were funded. These federal dollars flowing through the state are for a unique project: coalition building over five years to decrease the numbers of youth using alcohol, tobacco and other drugs. Each grant will be hiring a full-time coordinator. This grant is very prescriptive of what it funds, how much, and other requirements.

For LCTS 4th quarter earnings, we received \$530,730. This shows how important it is to keep getting kids on the 4E list, and to keep as many of the qualified participants as we can doing random moments.

Priorities have been put on hold until after the legislative session ends, and it's known how much more LCTS will drop with the new, much stricter definition of at risk in effect. Debb Sheehan will be going out to visit agencies to meet with mid-level

management, very similar to what Chris Schmid did two years ago. Partners will be asked to choose their top five projects/programs to fund from a list of all those that PACT 4 funds. She will also meet with front line staff to get more perspective. When meeting with her, it's recommended that you think globally of what's best for kids and families in the community, not just a specific job. She will begin scheduling appointments the beginning of April. The Executive Board and CEO's will sit down this summer and start finalizing priorities for 2007-2009.

This will show how important evaluation and outcomes data from your LCTS grants are. Decisions will be based on this data. Anecdotes alone are not sufficient anymore.

Keep in mind that the focus of our collaborative is still on prevention and intervention and serving kids in need.

8. Committee Report

a. Early Childhood

No minutes received.

b. Community Education/Training & Technical Assistance Committee

Talked about development of a training program on how to implement programs. Looking for resources on Cyber safety for parents to monitor their children while on the internet. Bob Tews was going to be checking with Denise Kirkoff from Redwood Falls who has some experience in this area. Briefly discussed what is going on with Mental Health month in May. Updates on the progress of the SHARE grants training development of a presentation for school personnel on depression and suicide.

c. Mentors Committee

Bryan Thiery talked about a program which would provide free background checks for mentoring programs across the state. He will keep the committee updated on the program.

Evaluation was discussed - talked about the parent, youth and mentor questionnaires and the data that's been reported. Bryan gave out tickets to the mentor coordinators to share with mentors and mentees. The tickets provide one free child's admission to the Jose Cole Circus which will perform on March 17 & 18 at the Willmar Civic Center.

A report on the Service Delivery Meeting which was held on Monday, March 6 was given. Discussion was held on funding and sustainability of our programs. Talked about different web sites available that we as coordinators could benefit from, including:

www.notevenonce.com

www.montanameth.org

www.kidshealth.org

Lori Clasemann discussed the possibility of collaboratively working on a grant to help with sustainability of our programs. The next meeting will take place on Wednesday, May 10 in Willmar at 10:30 in room 1010.

d. School Age Committee

Members shared examples of forms used in their communities when someone wants to make a referral for children's mental health services. Eric agreed to create a sample form using information from the examples that could possibly be used by all agencies in the PACT 4 area. The group discussed putting together a packet that could be given to all the PACT 4 school districts during May to promote Children's Mental Health Month. The referral form would be included in this packet along with a depression checklist that could be given to every student and a mental health checklist that could be given to every parent and staff member. Tammie will write a letter that will accompany the packet to explain the possible use of the materials within the school district. The group then decided to ask the SHARE advisors to distribute the information in May. The two schools, ECHO Charter and Community Christian who are not a part of the grant, will also be given a packet.

Members discussed adding a 24 hour hotline number to the checklists that people could call if they have questions or concerns about mental health needs. Woodland Centers has a phone in their crisis unit that is answered 24 hours a day. The group decided that we should ask Janice to check with Woodland Centers to see if they would mind if we included their number on the checklists. Janice mentioned we should check with other counties to see if they also have hotline numbers we should include.

Janice mentioned she would like the school age committee to look at developing adequate policies regarding oversight and coordination of mental health and social services within the school. According to Element 6: Goal 6 of the grant, schools are required to have such a policy in place by the end of the first grant year. If members have time before the next meeting, try to do some research and see what other schools are using as policy and bring examples to the next meeting in May.

e. Service Delivery Committee

Received an update from committee reps. Minutes are in the bulletin each month, so any new information available was given today. Received information on the three new family liaisons hired by Woodlands. The bulk of the meeting was spent talking about LCTS funding, and how much it may go down. We need to define the committee's role further and how we will be able to help agencies as their funding goes down and other resources will be needed. This committee will most likely be involved in the collaboration and coordination aspect of the various committees and partners of PACT 4, working together with less. It may not be helpful to meet until June or even possibly not until September. When determined, committee chairs will try to give a month's notice of the next meeting date.

f. Wraparound Committee

Trainings are scheduled. Char and Kenny Turck, PACT 4 Restorative Justice Coordinator, are meeting with the members of the Ministerial Association to talk about informal supports and other ways churches could be involved. The new Wraparound Expenditure forms are in and available at the PACT 4 office or at Full Collaborative meetings. Still working on recruiting more neutral facilitators.

What is our new task? The committee still sees the importance of neutral facilitators. Char will use her trainings as a platform to brainstorm the need for neutral facilitators.

g. Evaluation Committee

Committee meets every other month. Did not meet in February, the next meeting is on March 27th at 10:30 a.m.

h. Parent Advisory Committee

Has not yet met this month. The next meeting is on Monday, March 13th at 6:00 p.m. at the YMCA.

i. Restorative Justice/Circle Sentencing

Trying to set up training for anyone interested in serving on a circle, both for new volunteers and current or old ones that may want a refresher. Hope to have it all set up for April. Each county, Kandiyohi and Yellow Medicine, could both use more volunteers.

j. Meth Advisory Committee

Received updated tracking information for Meth Hotline. Reviewed information related to grant from Minnesota Department of Health. 2 grants of one million dollars each over 5 years are in final approval stages for Renville and Yellow Medicine Counties related to Chemical Health. A total of 9 grants are being awarded and the needs determined by the State included 2 of those 9 to these two counties. Specific information regarding the requirement of these grants will be provided at a later date. Clings and magnets were approved for purchase and they will be available soon. The clings will be the same as one of the billboards. Also other business cards used at the Ridgewater Health Fair will be available for distribution by the next meeting on March 22nd. The internet domain was purchased (www.8667nometh.com) and will be constructed within the PACT 4 website. This page on website will indicate other relative links, and information for website users. Kenny also requested information from committee members of links they would like to have considered for this web page as well as resource information/etc. The Ridgewater Health Fair was a success. Laura reported that an estimated 75 students visited the booth she and Roxanne set up. Display board, powerpoint presentation, and handouts were available as well as Roxanne and Laura answering questions of those visiting the booth. Women's Event scheduled for April 27, 2006 at Holiday Inn in Willmar and Mental Health Symposium on May 24th at Ridgewater on May 24, 2006 were proposed and committee agreed we should try to have booths at these functions as well. Laura and Roxanne are being requested again to help with this, but other volunteers from the committee would be welcome. Roxanne was not at this meeting. Laura had to check with supervisor but currently had dates open and would be willing to assist again. Radio spot: Committee decided to continue with newest ad and PACT 4 agreed to pay for the next six weeks out of Meth budget. Also suggested that other counties be contacted regarding donating forfeiture dollars as Kandiyohi County and City of Willmar Police did to pay for last months ads.

k. SHARE Coordinating Council

At the February meeting, Janice Madden and Ed Downey were in Washington for a Safe Schools grants meeting. The one thing they learned was that evaluation is extremely important. Also found out that we're very much ahead of other grantees in our progress, due to the surveys we did prior to getting the grant.

The 3-minutes Walkthrough Training planned at BL/H didn't occur. Janice has purchased various videos for schools to review. If the school likes them, the SHARE grant can purchase them for their school library. Meetings and trainings set up for school parent liaisons. There were preschool tuition dollars left over and those were distributed at the March meeting. The Flippen program rep came out to talk about their program. Next meeting of the Coordinating Council will be April 5th.

1. Executive Board

Conducted normal business routines, such as approving bills and reviewing Discretionary grants, wraparound and flex funds. Reviewed the conditional letter of notice from DHS regarding the funding of two counties for the ATOD grant. Received updates on the SHARE grant, Parent Advisory and Meth Committees, and LCTS.

We have received notice that the two year spending requirement on LCTS dollars has been changed to 48-months. This piece is very important to the planning process of future dollars. It was noted that there have been no referrals from public health or corrections staff of possible IV-E eligible kids.

We will be looking at Appreciative Inquiry data, interviews with administration and staff, along with legislative changes, knowing that there will be less money in the future and we need to establish our priorities.

9. **Other**

We received notice that we were awarded a Pohlad grant for summer camp scholarships, in the amount of \$10,000. Information will be emailed out to our group and will include applications and camp information. Pohlad Camp scholarships are for first-time kids ages 8-15 to attend a week-long camp; however, PACT 4's priority ages are 10-15. Only approved accredited camps can be paid for with these funds. The list of camps comes from the Pohlad Foundation.

Annual Meeting is on April 6th at the Blue Heron. Invitations have been mailed out and need to be returned by April 1st.

Minutes respectfully submitted by Shawna Steffen, PACT 4