

**PACT 4 Families Collaborative
Executive Board & Chief Elected Officials Retreat Minutes
Tuesday, August 5, 2008**

Present: Carmen Clementson, Debi Brandt, George Dubie, Deb West, Jerry Brustuen, Loren Hacker, Becky Romosz, Jill Bruns, Amy Wilde

Absent: Arliss Stenger,

Ex Officio: Deborah Sheehan, Ed Downey, Val Mersch

Guests: Ann Howden, Peggy Heglund, Rick Loseth

1. Approval of Proposed Agenda

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

2. Approval of Meeting Minutes

Clementson moved to approve the July 2008 Meeting Minutes as presented. Brustuen second. Motion unanimously carried.

3. Fiscal

a. Month End Financial Report

The month ending July 2008, noted a cash balance of \$6,307,655.89 with monthly interest earned at \$69,173.23 (\$2,687.03 on cash/\$66,486.20 on CD's). Total revenue for the current month was \$178,588.73 with expenditures totaling \$134,095.86. The fund Balance Sheet and Cash Balance report were distributed for review.

b. Discretionary Grants / Flexible Funds Review

A month-ending July 2008 report on Discretionary Grants and Flexible Funds was distributed. Paid Discretionary Grants for the month totaled \$0; YTD \$7,419.03 with a total budget allocation of \$50,000. Paid Discretionary Plus Grants for the month totaled \$0; YTD \$8,931.00 with a total budget allocation of \$70,000. There were four paid Flex Funds for the current month totaling \$1,618.98; YTD \$2,866.84 with a total budget allocation of \$5,000. A year to date listing of denied Discretionary applications was also distributed for review.

c. Review & Approval of Bills

After review and discussion of payables totaling \$122,212.55, Loren moved to approve bills as presented. Brandt second. Motion unanimously carried.

d. Cancellation of Warrant

Warrant 5814 for \$6,250.00 was presented for cancellation. Romosz moved to approve the cancellation. Hacker second. Motion unanimously carried.

e. Audit Update

The work is almost done to complete the 2007 audit. All on-site work has concluded from the Office of the State Auditor and we should expect to have our closing presentation at the September meeting. It will be arranged for a representative from the Auditors Office to come to the September 2, 2008, meeting to present findings.

f. Other

A copy of the July Committee Meeting Updates was distributed for review. Romosz asked to have the Parent Advisory Committee on the September agenda.

4. LCTS & Other Grant Updates

a. LCTS Payback Levy Issue and Superintendent Recommendation

Sheehan and Hacker gave updates from a meeting with area Superintendents regarding the LCTS payback planning and levy option. Hacker talked about the levy option, the flow of dollars and the philosophical issues around this. At this point all but one district have given their intention to move forward in the levy plan but will continue to review and get approval of their school boards in the budgeting process. Sheehan noted that they have worked closely with George Holt at the Minnesota Department of Education to assure the details of the payback through levy are handled correctly. It was a consensus of the Board to table discussions on the levy payback and wait on final decisions until there is some resolution surrounding the fiscal matters between the schools, collaborative and state.

b. Special Populations Grant

The contract with the DHS Chemical Health Division for our Special Populations Grant for Latino youth at risk for substance use has now been signed and we can proceed to move forward. Three of the four new staff for this project began their employment on July 28, 2008. The Coordinator position continues to be advertised. The new staff along with Sheehan has named this project *Guia* the Spanish word for guide. Because of the outlines of the grant proposal at least 80% of youth served will be Hispanic / Latino. As staff implement this program they will be contacting the county level CD assessors, corrections and school counselors in each district to inform them of the program and related services. A presentation is also planned for the next Full Collaborative Meeting. Sheehan noted that she and Downey also have attended orientation at DHS to implement this proposal. It really feels it is building on strengths and building on collaboration. There is a very definite distinction between prevention and intervention that ties into the existing chemical health grant.

In additional grant updates we were notified by Robert Wood Johnson that our proposal for Healthy Teen Relationships will not be moving forward.

Respectfully Submitted,
Jolene Borka, Recorder

[Borka exits meeting]

5. Mission, Sustainability & Strategic Planning with Anne Howden

The next scheduled meeting is n extended meeting for the PACT 4 Executive & CEO Boards on Tuesday, September 2, 2008; from 10:00 a.m. to 2:00 p.m. at the Kandiyohi County Health & Human Services Building, room 2055, in Willmar

No Personnel Committee scheduled for September