

MEETING MINUTES
**Clay County Collaborative
Governance Board**
March 3, 2022 @ 3:30
Family Service Center – Room 2



(1) Welcome and Introductions

- Jill Ambuehl – Collaborative Coordinator
- Mark Haugen – REACH
- Mike McCarthy – Lakeland Mental Health
- Lanette Gorder – Parent Rep
- Jane Neubaur – LCTS Coordinator
- Pete Larson – The Arc MN
- Marla Field – Barnesville ISD
- Scott Steffes – Moorhead ISD
- Adair Boening – Churches United for the Homeless
- Brittany Kuehl – DGF ISD
- Janelle Cheney – Clay County Probation
- Deb White – Moorhead City Council

(2) Approval of December 2021 Meeting Minutes

- Approved – Marla/Janelle
 - Roll Call – Approved by All

(3) Approval of Proposed Agenda

- Approved – No Changes or Additions

(4) Reports

- LCTS Report – Jane Neubauer
 - On 3/7 Jane will be meeting with Rhonda and Amy of CCSS to talk about their candidacy list and their processes
 - Would like for the process to be similar to what is happening in Otter Tail
 - We received our third quarter earnings report and will receive \$59,374
 - Slight decrease from the first two quarters
 - Second Quarter was down approximately 2.5% from first quarter
 - Working to keep people trained in LCTS programs and procedures
 - Preparing for update/refresher trainings in March
 - Please let Jane know right away if you need training at your schools/organizations so that she can plan accordingly
- Coordinator Report – Jill Ambuehl

- I feel like things are becoming more routine and I have learned a lot while working on annual reports; state audit, LCTS report, misc. spreadsheets
 - Generally, I am able to work through things with the instructions that Carolyn left and reports from previous years
 - ◆ If there is something I am struggling with I reach out to other coordinators, folks at the auditor's office or Carolyn
 - ⇒ I try to go to Carolyn last as I know she has a lot going on
 - Agencies have been great about submitting their quarterly/mid-year reports and invoices
 - Currently working with Susan Roll at the CC Auditors office to complete the annual LCTS spending report – she has been great
 - Still working to understand partners, programs and professionals
 - Taking time to learn more about each agency and their resources
 - Has been extremely helpful for myself but also for partner reps
 - My main focus will be to finish up annual reports and then begin preparing for FY23
 - Contracts, MOU's, Budgets, Etc.
 - TAKEAWAYS
 - I am blown away by the work that our partners do in our communities and am proud to be a part of the system that supports them
 - ◆ Provider shortages, client overflow, heavy caseloads, high turnover
 - ⇒ Every day they continue to support kids and families
 - I will be out of the office and unavailable March 26th - April 4th and April 27th - 30th
- **Budget Report - FY22**
 - Activity is normal with no unexpected expenses
 - A huge thank you to Rhonda Porter, Susan Roll and Deanne Rothschild
 - They have been extremely helpful and patient as I continue to learn the financial portion of my job
 - Copies were provided of our current budget and from last year for the same time period

(5) Agency Updates

- Mark Haugen – REACH
 - Mark and the REACH board are impressed with how food support has been handled at REACH and the area in general
 - This continues to be a huge concern for children and families in our area
 - REACH's director has done a great job finding, writing for and obtaining grants to support our programs
 - Lucky to have very little turn-over and reliable staff
 - REACH is handling the pandemic well and continues to support its clients however possible
- Mike McCarthy – Lakeland Mental Health
 - Lakeland held its annual meeting last Monday
 - They anticipate a surplus for the year
 - Income was down for the year – but so were expenses
 - They are finalizing plans to expand their Moorhead office and hope to break ground in early spring
- Jane Neubaur – LCTS Coordinator

- Recently hosted a dental clinic in Barnesville – things went really well
- Working with the district to schedule a clinic for the Ulen-Hitterdal schools
- They have a provider who is going to the CUFH site and providing services to their clients – seems to be well perceived
- Recently hosted an Oral Health Education event at DGF for pre-k through 5th grade
 - It was a fun event and free to all who participated
- Currently working on plans to open a non-profit dental clinic in DL in 2023
 - The hope is that this would help ease the overflow/wait time at Apple Tree Dental – They currently have a waitlist of approximately 1,400 people
- Pete Larson – The Arc MN
 - Recently hosted their Valentine’s dance – turn out was great
 - Getting ready for their annual rose sale – Jill will include the flyer when she sends meeting minutes
- Marla Field – Barnesville ISD
 - Really happy with the dental clinic that Jane arranged for Barnesville students
 - Approximately 12 kids participated – which is great
- Scott Steffes – Moorhead ISD
 - Construction continues at the high school as they work on the addition
 - Career Academy is open and things are going well
 - Transportation between the academy and schools has been difficult but they are working to come up a solution
 - Spud Scholars (Phone-A-Thon) will be on Monday 3/7
 - Students call individuals and businesses in the community to raise money for scholarship funds
 - SPUDS WIN! – Hockey is headed to state!
- Adair Boening – Churches United for the Homeless
 - Continuing the wild ride of COVID
 - Many clients are vaccinated and case numbers have been down (likely because many have had it)
 - Still haven’t hit the mark of 28 days with no cases
 - Currently renewing their nurse contract with Sanford for Mikah’s Mission
 - It has been very valuable to have a professional on site
 - Dealing with high turnover within the organization
 - Offering competitive pay and benefits but not seeing qualified applicants
 - Still working on remodeling the basement of their building to accommodate more families
 - Working on a grant to finish up the renovations and possibly some additional work
 - Hoping to open their food pantry back up for clients to shop in March – They are currently pre-filling boxes and clients “drive through” to pick them up
 - They are open twice a week and are seeing 80-150 people per day
- Brittany Kuehl – DGF ISD
 - Continuing to deal with construction delays
 - It’s a mess but they are working through it
 - Wrapping up winter sports and getting ready to start spring sports
 - Things with their new superintendent have been going really well
 - Shannon is very involved in all aspects of the school and is doing a great job
 - The new PCN grant is off to a great start and Jason McCoy has been a great leader

- They are already hosting events for kids and working on their goals for the next 4 years
- Janelle Cheney – Clay County Probation
 - Recently hired a new juvenile agent – Paige McDowell
 - They are working with Jane Neubaur to coordinate LCTS training
- Deb White – Moorhead City Council
 - Participating in coalition activities down in St. Paul/Minneapolis
 - Had the opportunity to meet with legislators and had some really hopeful conversations about the lack of quality childcare
 - ◆ They are in support of possible grants that would be available to individuals/groups that are trying to start child care facilities
 - ◆ The Jasmine Center would like to expand into FM and would be a great candidate for this grant
 - Some small grants to combat youth vaping will become available for school districts to help review/update protocols, develop work plans to decrease use and prevent future use, and implement reduction strategies in their districts
 - The flavor restriction ban that was supposed to take place last month will now likely take place August 1st

Upcoming Meetings

Governance Board: May 5, 2022

Children's MH Work Group: April 5, 2022

Family Support Model (Wraparound): April 6, 2022

Administrative Group: April 19, 2021

School Age Disability Work Group: March 7, 2021