

## Executive Committee Meeting Agenda

August 4, 2023 | 9:00-11:00 am

Zoom Meeting:

<https://us02web.zoom.us/j/85030501475?pwd=blUrNytWMncyNC85akJpZmdodlBHZz09>

9:00 **Opening Circle & Approval of July Minutes and August Agenda** (5 min)

*Materials: July Minutes and August Agenda*

9:05 **Business Updates** (45 min)

- Executive Team Transition
- Fiscal Sponsor Update
- 2024 Budget
- Family Service Collaborative Coordinator Updates
- PCLG Transition & Updates

9:50 **Work Plan Progress and Continued Strategy Discussion** (45 min)

*Materials: 2023 Workplan*

- Expanding parent engagement updates
- Youth mental health first aid training
- Community SoC Events
- Youth violence and gun violence coordination
- County-wide crisis response team

10:45 **Partner Updates** (15 min)

11:00 **Adjourn**

## Executive Committee Meeting Minutes

June 2, 2023

### Opening Circle & Approval of May Minutes and June Agenda

- Krista Phillips moved to approve the May minutes and Pat Dale seconded the motion. Minutes approved.
- Pat moved to approve the June agenda and Asad Dahir seconded the motion. Agenda approved.

### Business Updates

- Fiscal Sponsor Update
  - ☞ Laura LaCroix-Dalluhn shared that Propel was recommended for us to look at as a possible fiscal sponsor, they are having an informational session later this month that she will attend to learn more about what would be accepted. She believes that one requirement that is important to consider is that they require all fiscal sponsors to incorporate and register as a charitable organization. We have not incorporated yet, but we have discussed it in the past. We are required to report as a charitable organization through our LCTS requirements, this would add one more report through the attorney general's office. Laura asked if everyone feels this is worth pursuing. Pat shared that he wonders if the fact that we have not incorporated is what makes us difficult to sponsor. Laura said that what she heard from NAMI is that they do not have the capacity any longer. Angela shared that incorporation is fairly simple, and Laura agreed that there would not be a ton of work connected to it. Pat shared that he feels incorporating would give us the opportunity to find a long-lasting sponsor. Angela Watts shared that she would be in favor of incorporating. Asad clarified that if we incorporated we would have to declare the collaborative as a charitable organization. Krista asked if there was a reason why we have not incorporated in the past, and Laura answered that we didn't because it was not necessary at the time. Pat shared that there are further funding connections when you incorporate. Laura said that she will plan to attend and bring back her learnings during the August meeting.
- Family Service Collaborative Coordinator Updates
  - ☞ Laura shared that the family service collaborative coordinators met in person for the first time since she was hired and she would like to share some updates along with Krista and Fatima who also attended.
  - ☞ Laura highlighted that there was interest in the collaborative playing a coordinating role around mental health needs across the county with the family service collaboratives so she offered to host a meeting around children's mental health, specifically around concerns brought up such as bullying, suicide, and violence. We shared information about YMHFA and there is some interest in expanding YMHFA to teens and having teens trained to aid other teens. In order to implement teen training, we would need school admin support to implement,

and further requirements for some schools. We have prioritized training more of the staff in the schools but many, including Angela feel that teens may learn better than other teens. Tonya Allen shared that organizationally, it may be very difficult to implement teen training because of the many requirements. Laura suggested they spend more time talking through what it would look like to build capacity and then look into finding the right community partners. She feels that an organization like Beacons, an out-of-school-time program that works closely with a lot of schools may be a good route. Angela suggested we secure administrative buy-in before we go down that road. Fatima Muhammed asked why we seem to be more interested in working with the schools rather than these out-of-school-time programs. Laura answered that the current target population is the out-of-school-time partners but not every school district has tight partnerships with these organizations. Fatima shared that she is worried that focusing on schools may cause the conversation to be shut down prematurely because of taking the route with the school districts rather than partnering with organizations in these spaces. Asad shared that the volume of calls that go to FRSS and similar entities have about 10,000 calls for child crises so he is interested in how immediate assistance from peers may impact the children experiencing crises.

- ∅ Laura shared that the family service collaboratives were excited about the community-wide SOC meetings and will help with recruitment. Laura will work to secure dates for these events in August and October. There was also excitement surrounding the exploration of a countywide crisis response team so Laura will set up a meeting and invite family service collaboratives to participate.
  - ∅ Additionally, Laura shared that Anne DeGroot from Minneapolis mentioned that she has been involved with some of the other LGBTQIA+ organizations across the state which have received inquiries about becoming a sanctuary state for LGBTQIA+ students. They are anticipating that families with LGBTQIA+ children will move into the suburban areas of the twin cities and would like to have conversations with providers so that they can better understand the supports that are being set up for families as they move in.
  - ∅ Lastly, Laura shared that there is a discussion around opening up the financing framework, how we finance all of the family service collaboratives and the children's mental health collaborative will be on the table. Meghan Hickey with Minneapolis Schools took a look at some of the earnings and where they were going and apparently the way the financing framework was created is possibly not ethical. For instance, communities that pay staff higher rates receive more money than communities that are not paying higher rates so there is concern surrounding that. We agreed to all meet and Laura would like to ensure that Tonya also has a place at the table.
  - ∅ Pat said it will be good for us to have conversations about children's mental health and Laura will set those up. Krista feels that many of these topics fall into conversations that Laura will set up.
- PCLG Transition



- Cheryl Holm-Hansen shared that we have developed an official evaluation plan. There is built-in evaluation but we would like to expand it with a focus on learning more about implementation and support. We have discussed doing a follow-up survey to see how the information is being used and if there are additional supports wanted.
- Youth violence and gun violence coordination and County-wide crisis response team
  - Laura shared she is planning to schedule a group meeting on this topic and discuss coordination around this work in Hennepin County. She asked whether this group should also explore the crisis response team work priority. Laura shared that she would like to hold a community-wide meeting on this sometime in August. Angela and Pat agreed to bring the youth gun violence group and crisis response team together to meet. Angela suggested that Laura start looking into dates soon so that we can ensure that people can attend with how busy August gets for people. Laura suggested approaching Lisa and Antonio at Safe Communities to see if they would like to co-chair with us and do some preplanning with them.
- Community SoC Events
  - We will hold two community SoC events this year, in August and October. Laura is wondering if anyone has suggestions on where to hold these events. Pat suggested the Brookdale Library, so maybe Minnetonka or Eden Prairie would be good for the other event. Krista suggested Ridgedale or Southdale Library also.

### **Adjournment**

- Krista moved to adjourn the meeting and Angela seconded. Meeting adjourned.

## 2023 Work Priorities

Approved March 2023

Long-Term Goal	2023 Strategic Actions	Purpose	Action Steps	Lead/Support	Outputs & Outcomes
Improve responsiveness to, and communications with, families and children through increased access children's mental health services	1. Increase engagement of underrepresented families, with specific focus on BIPOC families, to inform change within the children's mental health system.	Engage parents and families to ensure parent, caregiver and family needs are responded to and represented in policy and practice changes	<ol style="list-style-type: none"> <li>1.1. Each quarter PCLG will plan and offer a new <i>Let's Talk About It</i> session to parents and community partners. Parents and community partners will identify topics for discussion about children's mental health services</li> <li>1.2. Identify new community organizations and partnerships to improve communication and access to information about children's mental health services</li> <li>1.3. Attend community events and meetings led by BIPOC-led organizations and other key children's mental health organizations to learn about critical issues impacting children's mental health and gather parent input to inform practice and policy changes.</li> <li>1.4. Create a process to discern when family challenges and issues raised are identified as having broader practice and policy implications.</li> <li>1.5. Each quarter a list of policy and practice issues and concerns related to children's mental health services will be generated and shared through CMHC Governance and Executive Committees</li> </ol>	<ol style="list-style-type: none"> <li>1.1. Margaret</li> <li>1.2. Family coordinator, Margaret</li> <li>1.3. Family coordinator, Margaret, Coordinator</li> <li>1.4. Cheryl, Laura &amp; new learning community group</li> <li>1.5. Coordination team &amp; new learning community group</li> </ol>	<ol style="list-style-type: none"> <li>1.1. 150 diverse parents will participate in the training</li> <li>1.2. 20 new, or renewed, community partnerships will be established by Family Coordinator and Coordination Team</li> <li>1.3. CMHC will increase the diversity of community partners engaging in its meetings, events, and decision-making.</li> <li>1.4. Increased knowledge about policy and practice issues affecting access to CMH services.</li> <li>1.5. Children's mental health providers and stakeholders will understand key barriers to children's mental health services.</li> </ol>
	2. Increase mental health literacy of adults working	Build knowledge and capacity of adults working with	2.1. Identify and train adults to provide Youth Mental Health First Aid training to youth workers and adults working with youth in	2.1. Change Inc, Cati/Laura	2.1. Five diverse trainers will be available in Hennepin County to train adults in

	with and raising children and youth	children and youth in non-clinical settings to support children's mental health wellbeing and mental health needs.	<p>out-of-school time and community programs</p> <p>2.2. Provide Youth Mental Health First Aid training for adults working with children and youth in out-of-school time and community programs</p> <p>2.3. PCLG will offer Monthly Support Groups online to parents and caregivers</p> <p>2.4. Provide training resources to families and/or organizations working with children and families to increase knowledge and awareness of children's mental health needs and understand how mental health and trauma are reflected in children and youth behaviors.</p> <p>2.5. Pilot family centered strategies with county case managers to increase awareness of the challenges of communicating with parents.</p> <p>NOTE: 2.2. Consider expanding services to adults working in schools in Q3 &amp; Q4.</p>	<p>2.2. Change Inc, Cati/Laura</p> <p>2.3. Margaret, PCLG</p> <p>2.4. Margaret, PCLG, Family Coordinator</p> <p>2.5. Coordination team, Hennepin County leadership and case managers</p>	<p>Youth Mental Health First Aid by end of Q1</p> <p>2.2. 450 diverse youth workers, staff and volunteers will be certified in Youth Mental Health First Aid by Q2 (in time for summer programming)</p> <p>2.3. 100 diverse parents and/or caregivers will participate in Support Groups</p> <p>2.4. Increase responsiveness of families and providers to meeting children's mental health needs</p> <p>2.5. Identify common challenges for providers when listening to family needs, and identify strategies to improve responsiveness based on needs, not eligibility alone.</p>
	3. Increase awareness of families, caregivers, and youth on how to access children's mental health services.	Families, caregivers, and youth will know how to access children's mental health services and know why to access CMHC.	<p>3.1. Update CMHC website to include outward facing information and resources on how and where to access children's mental health services and better reflect PCLG work and resources.</p> <p>3.2. Share information with community partners, youth workers, parents, and youth to increase knowledge and access to information.</p> <p>3.3. Create process to update web-based information twice annually and implement process.</p> <p>3.4. Create a work plan to expand navigational support for families and caregivers, building off 2022 work group</p>	<p>3.1. Laura/Stella, Change Inc, YMHFA Trainers, PCLG</p> <p>3.2. Stella/Laura/Cati</p> <p>3.3. Stella/Laura/Cati, committee (YMHFA and Change Inc)</p> <p>3.4. Coordination team</p>	<p>3.1. CMHC website will be updated with a resource page before Q3.</p> <p>3.2. E-newsletters and information will be shared with expanded and diverse community partners.</p> <p>3.3. Community partners will know how to update information on children's mental health services.</p> <p>3.4. Clear path to expanding navigational services to families in Hennepin County</p>

			recommendations, e.g., secure funding and identify key partners.		
	4. Increase access to mental health literacy for youth.	Plan for pilot(s) to build knowledge and capacity of youth to support children and youth mental health and wellbeing.	<p>4.1. Identify and train adults to provide Teen Mental Health First Aid training (or other agreed upon training) to youth in high schools across Hennepin County</p> <p>4.2. Train youth in Teen Mental Health First Aid training (or other agreed upon training) as a key resource in high schools across Hennepin County</p> <p>4.3. Create listening sessions for trained youth to share their experiences and needs with providers and decision-makers.</p>	<p>4.1. Laura/Cati &amp; youth serving orgs.</p> <p>4.2. Laura/Cati &amp; youth serving orgs.</p> <p>4.3. Laura, Cati, and Family Coordinator</p>	<p>4.1. Five diverse trainers will be available in Hennepin County to train adults in Youth Mental Health First Aid by end of Q3.</p> <p>4.2. 30 diverse youth will be certified in Teen Mental Health First Aid by Q4</p> <p>4.3. Five policy and practice decisions will be identified for improvement.</p>
Improve coordination of and access to children’s mental health services	1. Improve access to trauma-informed youth mental health services for youth engaged in or directly impacted by gun violence and other violent behaviors impacting children and youth, e.g., increased sexual violence (see student survey data)	Increase trauma-informed mental health resources to youth and families directly impacted by gun violence.	<p>1.1 Identify organizations working directly with youth experiencing gun violence and provide resources to support their mental health services</p> <p>1.2 Provide funding to organization to support youth and families directly experiencing gun violence</p> <p>1.3 Create a process to discern practice and policy implications related to youth trauma-informed mental health and gun violence</p> <p>1.4 Convene organizational leaders working to improve trauma-informed youth mental health and reduce youth gun violence to address policy and practice issues.</p> <p>1.5 Explore development of county-wide community resource crisis response team and/or guide to violence or acute mental health needs of children and youth in schools or community at-large.</p>	<p>1.1. CHIP, Laura</p> <p>1.2. CHIP, Laura</p> <p>1.3. Cheryl, Laura, Coordination Team, &amp; new learning community group</p> <p>1.4. Laura, Coordination Team, &amp; new learning community group</p> <p>1.5. Coordination team and community partners</p>	<p>1.1. A resource list will be created with organizations focused on youth gun violence prevention and mental health – and added to CMHC website.</p> <p>1.2. 20-50 diverse youth will receive additional information about youth mental health and learn how to access services and supports.</p> <p>1.3. Collaborative tools will be created to track practice and policy change efforts.</p> <p>1.4. 3-5 policy and practice issues will be identified for change.</p> <p>1.5. Plans to develop a community-wide Crisis Resource team and/or guide will be completed, and preparations will be</p>



					made to implement the plan in 2024 or sooner.
2.	Connect youth and families to needed children's mental health services and supports	Help connect youth and families to needed children's mental health services and supports to best meet their needs	<p>2.1. Connect and refer community partners with CMH services and programs.</p> <p>2.2. Track navigational support to families seeking early childhood mental health services through the two HUB pilots (Bloomington Public Health and Hen Co Libraries) and identify opportunities to improve ongoing mental health supports to families with young children</p> <p>2.3. Track navigational support to families seeking early childhood mental health services through the two HUB pilots (Bloomington Public Health and Hen Co Libraries) and identify opportunities to expand access to families across Hennepin County</p> <p>2.4. Explore opportunities to expand professional peer support specialists and navigators to across Hennepin County</p> <p>2.5. PCLG will offer WRAP training to parents and caregivers</p>	<p>2.1. Family coordinator &amp; PCLG Coordinator</p> <p>2.2. Laura, CMHC partners, HUB partners &amp; Coordination Team</p> <p>2.3. Laura, CMHC partners, HUB partners &amp; Coordination Team</p> <p>2.4. Coordination Team &amp; CMHC partners</p> <p>2.5. Margaret, PCLG, and family coordinator</p>	<p>2.1. Identify 5 new diverse community partners will engage with CMHC, PCLG and other partner activities</p> <p>2.2. Create list of barriers that make it challenging for families to access services with their young children to address through expansion</p> <p>2.3. A list will be created outlining resources needed for new opportunities to expand navigational services to families with young children through HUB partnerships</p> <p>2.4. A list of new opportunities will be shared with Governance Committee quarterly</p> <p>2.5. 30 parents and/or caregivers will participate in WRAP training</p>
3.	Gather information about and manage access and coordination issues through collective action	Convene stakeholders to address key barriers and challenges in children's mental health services and identify solutions.	<p>3.1. Convene providers, practitioners, and stakeholders to revisit system of care goals, progress since 2020, and goals for 2023-2024</p> <p>3.2. Convene BIPOC-led or focused Children's Mental Health providers to identify barriers and needs to improve coordination and access to CMH services.</p> <p>3.3. Convene county agencies and community partners to respond to the identified barriers and needs of BIPOC providers and families to increase access for BIPOC families</p>	<p>3.1. Coordination Team and Hennepin County leaders</p> <p>3.2. Family Coordinator, Coordination team</p> <p>3.3. Coordinator, family coordinator, county teams/ reps</p> <p>3.4. Coordinator, Family coordinator, Collaborative partners</p>	<p>3.1. Increased community knowledge and commitment to system of care values and services</p> <p>3.2. 8 community meetings will be led each quarter to elicit barriers and needs.</p> <p>3.3. 3 county meetings will be led each quarter to respond to barriers and needs</p>

			3.4. Convene community stakeholders to increase knowledge and capacity to respond to the identified barriers and needs of BIPOC providers and families to increase access for BIPOC families		3.4. 1 community stakeholder meetings will be led each quarter to respond to barriers and needs
Increase data-driven decision making to improve the children's mental health service system	1. In partnership with the Hennepin County, explore assessing system values or key implementation issues	Have system implementation data to inform changes identified throughout calendar year	1.1. Create county and community partner group to outline assessment goals, objectives, and timeline.	1.1. Cheryl, Hennepin County team, & coordination team	1.1. A project plan will be established
	2. Data Dashboard	Share data on children's mental health with partners and use data to track change	2.1. Update website with new data 2.2. Explore opportunities to create specific data for Family Service Collaboratives as requested	2.1. Cheryl, Laura/Stella 2.2. Cheryl & Coordination team	
	3. Evaluate the work of the Children's Mental Health Collaborative	Track results and impact of collaboratives projects and work	3.1. Conduct evaluation of Collaborative Activities 3.2. Prepare 2023 Annual Report to communicate work of Collaborative and partners	1.1. Cheryl & Coordination Team 1.2. Cheryl & Coordination Team	

**Executive Committee**  
**Meeting Summary**  
August 4, 2023

**Attendance:** Krista Phillips, Andria Blade, Jenna Mitchler, Cindy Slowiak, Fatima Muhammad, Hayley Tompkins, Cati Gómez, Cheryl Holm-Hansen, and Laura LaCroix-Dalluhn

**Approval of June Minutes and August Agenda**

- **Approval of the June Minutes:** Andria motions to approve the June minutes, Jenna seconds. The motion was approved.
- **Approval of the August Agenda:** Cindy motions to approve the August agenda. Jenna seconds. The motion was approved.

**Business Updates**

- **Executive Team Transition:** Jenna Mitchler is transitioning out of the Executive Committee as her work continues to ramp up in Bloomington schools.
  - Jenna intends to remain on the Governance Committee and is willing to help identify a replacement for her position on the Executive Committee.
  - Laura suggests the Executive Committee seek out another representative from the school districts to be an Executive Committee member.
  - Krista and Cindy encourage finding a new member from the Bloomington school districts specifically because they are not represented by the ISD 287 Committee members participating in the Collaborative.
  - Laura reminds the Committee that alternates are able to be chosen as well, so long as they are all representatives from the same/similar organizations.
- **Fiscal Sponsor Update:**
  - Laura attended the Propel meeting and it will not work out for the HCCMHC.
  - Laura reached out to Youable who are unable to take this responsibility on in the immediate future.
  - Laura met with Brandon Jones at MACMH who shared they are interested in taking this responsibility on. Laura is beginning to share details, rules, budget (LTCS funding, SAMSH grants, etc.) for Bradon and the CFO of MACMH to consider; MACMH is expected to share their decision in the next week or so.
  - Laura wants to take a vote during the August meeting as they are building the contract and budget for the 2024 cycle. She will let the Committee know via a written update.

- NAMI has historically not been a member of the Executive Board; in consideration of inviting Brandon to the Executive Committee, he may not be interested in taking on another meeting and it may drive up admin costs.
- **2024 Budget:**
  - Laura shared the timeline for preparing the 2024 budget, and said we'd need to vote on a budget in September in order to get everything to the County in time.
  - She asked Executive Committee members to think about how they want to budget for the following year, e.g. where do we want to send out resources in the community? Which activities do we want to sponsor?
  - Only 10% of LCTS funds can be allocated to administrative expenses
- **Family Service Collaborative Coordinator Updates:**
  - Coordinators have begun conversations about the financing agreement and funding strategies to better understand how funds are generated, how the Collaboratives bill in the LCTS time-study, how the formula was created, how funding is distributed, and how 5% of the Family Service Collaborative dedication to the CMHC.
  - It is anticipated there may be a new formula available to try by the end of the year.
- **PCLG Transition & Updates**
  - Hayley Tompkins will provide interim support and coordination of the PCLG through the end of the year.
  - PCLG Planning Meeting: 4 attended (out of 6 members)
    - It is a small group, 6 parents are not fully representative of Hennepin County
      - Identifying how to scale up this group that maintains meaningful connections and is representative of the County
    - What is working in the PCLG:
      - 'Let's Talk About It' and other opportunities to be leaders & to foster dialogue
      - Parent Catalyst Leaders want to continue acting as liaisons with other parent groups
    - Ideas & thoughts for the new coordinator:
      - Develop more language and greater clarity around the role of the PCLG members
      - Greater communication with families and community
      - Connect to school departments and case managers
      - Create an annual calendar
      - Push responsibilities back onto the Collaborative to take on the administrative responsibility of the LTAI and the PCLG
      - New ways for parents to interact with the PCLG and provide feedback
  - Krista suggests considering renaming or rebranding the PCLG to make it more accessible and appealing
  - Andria Blade is interested in helping make the PCLG more inclusive and representative

## **Work Plan Progress and Continued Strategy Discussion**

### **Expanding parent engagement updates**

- Fatima, Asad, Cindy, Cheryl, and Laura attended the SAMHSA System of Care Conference in Baltimore.
- **Fatima:** appreciated the opportunity to foster relationships with other Collaborative members to discuss strategies to increase inclusivity, community connections, communication of opportunities, and Collaborative participation.
- Fatima reported meeting with and listening to a number of families. Below are some key themes from those discussions:
  - Families identified the need to have a shared language to normalize mental health, to improve Collaborative communications and consistency to build community trust in the Collaborative
  - Consider how PCLG is just one avenue to participate in the Collaborative, there is a need to create (non-PCLG) space and a role for families to participate with, & provide feedback to, the Collaborative
    - Considering a larger parent event/summit to bring parents together in the County
  - Need for greater investments in wraparound supports
  - Parents identified: going to family and friends first (Black families report not necessarily trusting the school system or the medical model), trusted members of each institution (we cannot rely on 2 or 3 people to share all the resources Hennepin County and mental health system offer)

### **Youth mental health first aid training**

- Athletic directors are a good target population
- Cati will share the new information & flier to Jenna and Krista to send to school representatives: coaches, art and out of school time staff

### **Community SoC Events**

- Laura and Cindy are working to engage the County better in conveying the work the County and Collaborative have done to integrate a system of care.
- Liz Manly is the TA consultant for the SoC implementation (came in 2020 for a community introduction to SoC, 3 weeks later COVID-19 hit)
  - Liz is returning October 3-5. There will be several meetings and events, please consider placing a hold on your calendar.
  - Intentional work with juvenile justice system to support mental health
  - Opportunity for parent engagement

### **Youth violence and gun violence coordination**

- September timeline, awaiting on other partners to complete funding decisions
- CHIP will use LCTS funds to support this work

### **County-wide crisis response team**

- Explore how to respond to community conflict, incidents
- A request from the schools to have a standardized plan to respond to crisis, preemptively

### **Partner Updates**

- Cindy mentioned they are looking for feedback from families and organizations who have used COPE and FRSS.
  - COPE is a 24-hour crisis line is a medical model response and according to families, not immediately responsive enough to families and youth with mental health, concerns. These concerns prompted the creation of FRSS.
  - FRSS uses SoC model, comes without stipulation, and addresses the whole family
  - Jenna offered to do outreach to school and families who have used FRSS and can provide feedback
  - Cindy will send an updated flyer and information to FRSS, to be added to the newsletter, and is on the website
  - Asad can come and share more information to providers as needed

### **Adjourn**

- Cindy motions to adjourn the meeting, Andria seconds. Motion is approved and the meeting is adjourned.