

Governance Committee Meeting Agenda

Wednesday, January 19, 2022, 3:30 – 5:00pm

<https://us02web.zoom.us/j/85891903788?pwd=L2h4WWI5cXhsSTFvaG1vTk1jVzViUT09>

(Call +1.312.626.6799 | Meeting ID: 858 9190 3788 | Passcode: 913788)

3:30 **Welcome & Approval of Meeting Minutes & Agenda**

Provide welcome and overview of expectation of voting members and guests. Approve minutes and agenda.

(Meeting materials: November 2021 meeting minutes, January 2022 agenda)

3:40 **New Parent Representatives**

(Meeting materials: Parent Applications)

Nominate and elect new parent representative and alternate for 2022-2023 Governance Committee term.

3:50 **2022 Work Plan**

(Meeting materials: 2022 Work Plan and Draft Strategy Screen)

Review updated 2022 work plan and introduce use of strategy screen for decision-making. Identify and recruit for ad hoc workgroups.

4:20 **Program and Committee Updates**

- Parent Catalyst Leadership Group: Preliminary Work Plan and Activities
- Data Summit: Request to have ad hoc planning committee
- Meeting with Children's Hospitals
- Education & Training Meeting: January meeting to review scholarships and training for 2022
- Recruitment Committee: Parent Recruitment and Orientation

4:45 **Business Updates**

(Meeting materials: 2021 Final Budget and 2022 Budget)

Review year-end budget and approve request to cover outstanding Journey Mapping costs (up to \$500) in 2022.

5:00 **Adjourn**

Mission Statement: The CMHC provides a forum for a diverse and representative group of system stakeholders to influence the development and ongoing operation of an accessible and effective children's mental health service system within Hennepin County. The CMHC promotes innovative service development and continuous quality improvement in the children's mental health system by embracing the system of care principles and available research on children's mental health services.

Contact CMHC Co-Coordinator, [Laura](#), with any questions

Governance Committee Meeting Summary

November 17, 2021

Attending: Pat Dale, Liz Gronert, Wendy Webster, Liz Franklin, Jenna Mitchler, PhD, Tonya Allen, Angela Watts, Krista Phillips, Karen Malka, Aric Jenson, Cindy Slowiak, Asad Dahir, Adesola Oni, and Mark Sander
Staff: Laura LaCroix-Dalluhn, Cheryl Holm-Hanson, and Margaret Sullivan
Guests: Anna VonRueden and Susie Voss

Welcome & Approval of Meeting Minutes & Agenda

Pat Dale welcomed everyone and provided an overview of expectation of voting members and guests.
Cindy Slowiak moved approval of the October minutes and Krista Phillips seconded the motion. Motion approved.
Krista Phillips moved approval of the November Agenda and Jenna Mitchler seconded the motion. Motion approved.

Elect 2022-2023 Parent Co-Chair Position

Pat state every year the Collaborative votes to elect one of their co-chairs. This year we are electing a co-chair that has been filled by a parent. He stated Liz Gronert, our current co-chair, has agreed to run for another two year term. We are excited to accept this nomination and her bio can be found online; <https://hccmhc.com/pclg/who-we-are/>.

As in past years, we continue to accepting nominations during this meeting. Now is time to express interest if you have not already. No other nominations were made.

Wendy Webster nominated Liz Gronert nominated for the two year co-chair position beginning January 2022 and Cindy Slowiak seconded the motion. The nomination passed.

Liz thanked the Governance Committee for their support and stated while she took some time to decide whether or not to continue, she was excited to represent the work of the Collaborative. Please see her bio online; <https://hccmhc.com/pclg/who-we-are/>.

Program and Committee Updates

Liz Gronert stated there were a few important but brief updates to share beyond the written updates provided.

Parent Catalyst Leadership Group & Parent Recruitment

Margaret Sullivan reported parent recruitment has been slow for the PCLG. They are doing some interviews but looking for referrals. They will engage in strategic planning later this month.

Laura LaCroix-Dalluhn stated she is working with Governance Committee and community stakeholders to identify additional parents for the Governance Committee to fill the two additional parent rep positions. She has an interview scheduled later this month but requested assistance. Wendy Webster stated she had two parents in mind. One parent is a POC who is a mental health practitioner. The other parent has been challenged by the limited mental health options for her child.

Laura's response: Perfect, if you could suggest some times to talk this week or next, we can talk more. OR feel free to provide email introductions.

Data Dashboard and Briefs

Cheryl Holm-Hanson stated the data briefs will be released by the end of the year. We will use these briefs to engage in larger discussions. Laura mentioned Family Service Collaboratives are interested and looking for local data as well, which is something to consider moving forward.

Journey Mapping

Cheryl Holm-Hanson expects to interview 50-60 families by end end of November or earlier December. As she begins to review the data, she is seeing some same or similar experiences and suggestions for system improvement. All data will be shared during the data summit in early 2022.

Meeting with Children's Hospitals

Laura LaCroix-Dalluhn stated she requested a meeting to discuss their plans for a new children's mental health inpatient unit at their St. Paul location. The meeting will focus on understanding their plans, specifically focusing on how referrals are made to accept children and made as children leave the facility. Several committee members stated it would be important to engage parents in this conversation. Laura committed to working with PCLG leaders to include parents. Other key stakeholders identified were schools making referrals and children's mental health case managers. Mark Sander suggested we could have a follow up meeting regarding questions on how to best make referrals to school providers as a possible follow up meeting.

Education & Training Meeting

Laura stated she will call this group together in December to review scholarships and training criteria for 2022. Her hope is to make these resources more accessible. They have been under utilized.

Recruitment

Laura stated she will work with Angela Watts to pull this group together in December with the goal of inviting new partners for January or February meeting.

Business Updates

Financing Framework & InterAgency Agreements, 2022-2023

Pat stated every couple of years Hennepin County, the Family Service Collaboratives (FSC) and Hennepin County Children's Mental Health Collaborative (HCCMHC) meet to outline a financing framework for FSC, County and the HCCMHC; and InterAgency Agreement to outline the relationships. This year, the meeting is taking place online. Originally, the vote was scheduled for tomorrow, but this has been postponed until December 2021. The financing framework outlines how HCCMHC receives LCTS funds. Currently, HCCMHC receives 5% of the LCTS funds generated by FSCs and other LCTS partners (DOCCR and District 287). A copy of the current agreements have been circulated and will be discussed tomorrow.

This year, Robbinsdale Redesign recommended the percentage for HCCMHC be reduced from 5% to 3%. The primary reasons cited were increased investments by FSCs for school based mental health services and questions around the Collaborative's administrative expenses. Robbinsdale Redesign is also recommending an annual meeting is held to determine financing for HCCMHC using LCTS funds. Additional questions were raised by Robbinsdale Redesign regarding how HCCMHC, DOCCR and District 287 are working collaboratively to address children's mental health needs across the county and wanted to know more about coordination between Hennepin County's system of care work and the Collaborative's system of care work.

At this point in time, no other Family Service Collaborative's have raised questions or concerns publically, but it doesn't mean they don't have questions or concerns. Our Coordinator, Laura LaCroix-Dalluhn and the Executive Committee have worked to respond to questions as they arise and will do so during tomorrow's meeting. The Executive Committee does not believe we are in violation of any required reportings after we submit an amended LCTS Report for 2019. If a vote to change the financing framework is approved in December, we may need to consider rebudgeting for 2022. It would be important to consider how this would impact our short and long-term priorities.

We are raising these issues to encourage discussion and dialog about how the Collaborative is currently financed and give people the chance to ask questions or raise concerns. Pat asked for questions. Laura there were a number of new FSC Coordinators who are learning about this framework and need to lead their own Governance Committee members through discussions. A number of questions have been raised that are important and getting everyone on the same page will be helpful.

Cindy Slowiak stated it's important the HCCMHC Governance Committee maintain its role in making strategy and funding decisions for the work; and we want our partners engaging with us, not directing our work. Communicating this scope of work is important. Pat said he will attend the meeting as co-chair and we have a number of FSC Coordinators who work with us attending; including Krista Phillips, Wendy Webster, Debbie Wells and Rachel Harris.

October Budget & LCTS Reporting

Laura LaCroix-Dalluhn stated the October statement of activities shows underspending our pilot budget this year. She said the Collaborative would need submit a waiver to DHS because the HCCMHC administrative fees may exceed the allowable 10% administrative fee rule. She said this may not be necessary, but it needs to be submitted by November 30, 2021. No questions were raised.

Cindy Slowiak moved to submit waiver to DHS for 2021 administrative fees. Angela Watts seconded the motion. Motion passes.

No December Governance Committee Meeting

Pat stated the Executive Committee recommends canceling the December Governance Committee meeting. We need to vote in approval of this recommendation. The next meeting would be January 19th from 3:30-5:00 pm online.

Liz Franklin moves to cancel the December 15th Governance Committee and meet next on Jan 19, 2022, Angela Watts seconded the motion. Motion passes.

Partner Updates

Liz stated we wanted to carve out some time to hear from partners about their work with children and youth experiencing mental health challenges and new opportunities; however, with ten minutes remaining in our meeting, it didn't make sense to start a conversation. Liz asked Governance Committee members if there were any issues or concerns they want to raise for discussion in 2022? None were identified. Discussion was suspended to a later meeting.

Adjourn

Krista Phillips moves to adjourn the meeting and Adesola Oni seconded the motion. Motion passed.

Parent Representative Application

Please note: *All applicants must be a Hennepin County parent or caregiver of a child (ages birth to 21) with a diagnosed mental health condition, including autism spectrum disorders and fetal alcohol spectrum disorders.*

Date 11/29/2021

First Name Maria Last Name Tripeny

Address

City Bloomington State MN Zip 55425

Phone # _____ Alternate Phone # _____

E-Mail Address _____

How do you prefer to be contacted? (circle one) E-mail Home # Work # Cell #

How did you learn about the Hennepin County Children's Mental Health Collaborative (HCCMHC) parent representative position?

Friend Dorothy Bode recommended me

Tell us what motivated you to apply for this parent representative position?

I am a parent of 4 sons who all have mental health issues. I have been looking for ways to participate in the Children's Mental Health system in a positive fashion.

What do you feel is currently working well in the children's mental health system?

MN has many more mental health services than other states. Once the family/child receives the services that are needed it can work well.

What would you most like to change or improve in the system?

Very few inpatient mental health beds available, long wait lists for services, hard to retain mental health case managers, PCAs, in home therapists.

I would need the following in order to participate:

Disability Accommodations Interpreter Transportation Other

Please describe: _____

NA

Are you able to attend at least one meeting per month? YES

Have you ever served on a committee or advisory council? If yes, please describe:

It has been years but I have serviced on advisory councils at church, work and school

Do you have any special skills or interests that you might share with the HCCMHC?

| Area/Activity | Interest | Experience/Skill Level |
|--|----------|--|
| Learning about resources and sharing knowledge with others | x | I know many resources within MN and nation wide. I am often asked by parents and professionals for resources |
| Advocating for system change | x | |
| Mentoring other parents | x | Certified Peer Support Specialist |
| Representing CMHC on panels and committees | | |
| Event planning | x | |
| Public speaking | x | Very comfortable speaking in public |
| Meeting facilitation | | |
| Conducting trainings | x | Have done training on FASD, depression/anxiety, Critical Incident Stress Debriefing |
| Other (please describe) _____ _____ _____ | | |

Is there anything else you'd like us to know about your or your family?

Is there anything else you'd like us to know about the Collaborative or Governance Committee?

Thank you!

Parent Representative Application

Please note: All applicants must be a Hennepin County parent or caregiver of a child (ages birth to 21) with a diagnosed mental health condition, including autism spectrum disorders and fetal alcohol spectrum disorders.

Date 12.28.21

First Name Nadia Last Name Glynn

Address _____

City Minneapolis State MN Zip 55418

Phone #/Aate Phon _____
E-Mail _____

612.

Home # Work # Cell #

Address

to be contacted? (circle one) E-mail

How do you pre
How did you learn about the Hennepin County Children's Mental Health

Collaborative (HCCMHC) parent representative position?

Wendy Webster is a good friend and
confidant of mine.

Tell us what motivated you to apply for this parent representative position?

I feel a calling to help others in my position -
it can feel very lonely

What do you feel is currently working well in the children's mental health system?

The help/resources are there....

What would you most like to change or improve in the system?

they're just hard to find or
not commonly heard of

I would need the following in order to participate:

Disability Accommodations Interpreter Transportation Other

Please describe: _____

Not enough paper! :)

Is there anything else you'd like us to know about the Collaborative or Governance Committee?

Thank you!

2022 Work Priorities

Updated January 2022

| Goal | Work Priorities | Purpose | Description | Timeline |
|--|---|---|---|------------------------------------|
| Improve the lives of families and children through increased access to information | 1. Parent engagement | Engage new underrepresented families to ensure parent and caregiver needs are represented and inform change | PCLG: Let's Talk About It Series (Parent driven topics of engagement about children's mental health services) Engage parents and community in discussions around critical issues impacting children's mental health – working in partnership with Family Service Collaboratives or key community partners | Quarterly March-Dec 2022 |
| | 2. Parent training & Support | Increase mental health literacy of parents and caregivers | PCLG: Monthly Support Groups Expand peer support to parents (train the trainer model to increase sustainability) – explore partnerships with Family Service Collaboratives | Jan-Dec 2022 |
| | 3. Youth Training & Engagement | Increase access to mental health literacy for youth | Engage youth in community discussions around critical issues impacting children's mental health – working in partnership with Family Service Collaboratives or key community partners Create listening sessions for youth to share their experiences and needs with providers and decision-makers | May-Dec 2022 May-Dec 2022 |
| | 4. Service continuum mapping | Increase awareness of families, caregivers, and youth on how to access children's mental health services | Develop tool and/or training to inform access to system; sample tools/resources include Autism Portal, Help Me Connect, etc. | March-Dec 2022 |
| Improve coordination of and access to children's mental health services | 1. Convene providers, decision-makers and community stakeholders to manage access and coordination issues | Convene stakeholders to address key barriers and challenges in children's mental health services and identify solutions | Reestablish Children's Mental Health Provider Committee to improve coordination and access <ul style="list-style-type: none"> • BIPOC providers to provide support and connection • Pediatricians to help improve access and referrals to children's mental health services Start ad hoc work groups to address critical issues <ul style="list-style-type: none"> • Issues with private payors, working across service delivery systems • Children's Hospital Inpatient Services | March-Dec 2022 Jan-Dec 2022 |
| | 2. Navigation Support | Help connect youth and families to needed children's mental health services and supports | Explore/fund navigators throughout the community Develop tool and/or training to inform access to system; sample tools/resources include Autism Portal, Help Me Connect, etc. | |

| | | | | |
|---|--|--|---|--|
| | | | Work with providers to share navigational supports to families | |
| Increase data-driven decision making to improve the children's mental health service system | 1. Data Summit | Prioritize learning from journey mapping to inform <i>how</i> we do our work and layer with data from service continuum mapping and data dashboard for alignment and synergy | Use data from journey map, dashboard, and service continuum to improve access to services and/or experiences with children's mental health services <i>NOTE: We need to decide if we will host this meeting in person or online.</i> | March 2022 |
| | 2. Data Dashboard | Share data on children's mental health with partners and use data to track change | Add to website and share information Update and manage dashboard data Explore opportunities to create specific data for Family Service Collaboratives as requested | Jan-Feb 2022 March-Dec 2022 April-Dec 2022 |
| | 3. Evaluate the work of the Children's Mental Health Collaborative | Track results and impact of collaboratives projects and work | | Jan-Dec 2022 |

Future Discussion Items:

1. Backpacks for families in who are not admitted into hospitals
2. Funding to CMH providers to help pay for ancillary services (consider changing scholarships to ancillary servies)

2022 Strategy Screen

January 13, 2022

We will undertake strategies that....

| | Parent engagement | Parent training as peer navigators | Navigation Support | Convening providers and stakeholders |
|---|---|---|--|---|
| Define purpose of each strategy... | Engage new underrepresented families to ensure parent and caregiver needs are represented and inform change | Increase mental health literacy of parents and caregivers | Help connect youth and families to needed children's mental health services and supports | Convene stakeholders to address key barriers and challenges in children's mental health services and identify solutions |
| Are consistent with our system of care values | | | | |
| Build on, or reinforce, our competitive advantage 1. Collaborative table allows people to discuss issues that are beyond their own scope of work but impact their ability to achieve their goals 2. We bring diverse perspectives to the table to identify issues and concerns and inform solutions 3. When functioning as a collaborative we are asset based in our approach 4. We use systems thinking when working on behalf of families 5. We understand how the services and systems work together or don't (or want to discover) | | | | |
| These services increase family, caregiver and/or youth voice | | | | |
| Does this address an inequity in services or the system? | | | | |
| Does this address an inequity in access and/or knowledge of how to access? | | | | |
| Builds upon previous work | | | | |
| We have the capacity (people, time, resources and will) to take on this strategy | | | | |
| It does not duplicate services | | | | |
| Data supports the need | | | | |
| Can be prototyped or piloted | | | | |
| Can be scaled and/or sustained across the county | | | | |



2022 Integrated Budget

| Revenues | DOCCR | District 287 | CMHC | Totals |
|-------------------|-------------------|-------------------|-------------------|-------------------|
| LCTS Fund Balance | \$ 239,731 | \$ 203,801 | \$ 476,806 | \$ 920,338 |
| Hennepin County | \$ 375,000 | | | |
| Other | | | | |
| Subtotals | \$ 614,731 | \$ 203,801 | \$ 476,806 | \$ 920,338 |

Expenses

Mental Health Promotion

| | | | | |
|-----------------------------|--|----------|-----------|--|
| CMH Training & Learning | | \$ 1,350 | \$ 25,000 | |
| Parent Peer Support Program | | | \$ 60,000 | |

Healthy Growth & Social Emotional Development

| | | | | |
|----------------------------|--|--|-----------|--|
| Youth Engagement | | | \$ 60,000 | |
| Parent/Caregiver Engagment | | | \$ 68,000 | |

Systems & Organizational Change

| | | | | |
|-----------------------------|--|--|-----------|--|
| Parent/Caregiver Engagement | | | \$ 20,000 | |
| CMH Navigation Services | | | \$ 50,000 | |
| Provider Engagement | | | \$ 25,000 | |

Interventions

| | | | | |
|------------------|--|------------|-----------|--|
| Children & Youth | | \$ 195,850 | \$ 20,000 | |
| Community | | | \$ 40,000 | |

Administrative

| | | | | |
|--------------------|--|----------|-----------|--|
| General Operations | | | \$ 15,000 | |
| Travel | | \$ 2,800 | | |
| Fiscal sponsor fee | | | \$ 4,800 | |
| Staff | | | \$ 14,000 | |

| | | | | |
|-----------------|-------------|-------------------|-------------------|-------------------|
| Subtotal | \$ - | \$ 200,000 | \$ 401,800 | \$ 601,800 |
|-----------------|-------------|-------------------|-------------------|-------------------|

Total

Laura
Laura & Cheryl

Laura
Margaret, PCLG & Cheryl

Laura & Cheryl

Laura & grant writer