

Hennepin County Children's Mental Health Collaborative (CMHC)

Executive Committee Meeting Agenda

February 5th, 2021

<https://us02web.zoom.us/j/89023058433?pwd=bUIEbmXkWDF1M1FBZVQ0bVhleVBiZz09>

Meeting ID: 890 2305 8433 | Password: 642721

Dial by your location (phone only or audio): 1-312-626-6799

Present: Etonde Awaah, Cindy Slowiak, Pat Dale, Jenna Mitchler, Laura LaCroix-Dalluhn, Margaret Sullivan, Liz Gronert, Cheryl Holm-Hansen, Krista Phillips

Meeting called to order by Pat Dale

9:00 Opening Circle

What's some good news you have to share?

All present for this meeting shared some good news!

9:10 Quick Updates (if needed)

- *Relief Funds (Cheryl & Etonde) –*
 - *Etonde: We are reviewing final reports; Emily is helping categorize where funding when in prep for DHS annual report.*
 - *Cheryl: We able to interview 13 people involved in doing reviews, currently revising draft. This one was a bit of a challenge; reviewers had strong feelings – trying to honor the feedback and trying to also move it into a form where we're thinking future implications for SoC work or family support work. It was a nice microcosm of the things we're going to have to address moving forward.*
- *PCLG (Margaret) –*
 - *Margaret: Started advertising the "Let's Talk About It" series. First one is February 16th. Have had quite a big response to it; there's a lot of buzz about it, have been contacted by others to do a presentation. Think the parents hit the nail on the head with the casual approach – ability to ask questions. It's also an opportunity to connect & engage.*
 - *Liz: Got real questions & sincere thanks yours from people she's sent it to. Connecting with VOA's mental health for D/HOH families wanted to share with their families, so they'll be working with an interpreter to make sure those families can access that information.*
 - *Margaret: First session will have a case manager from POR present to answer questions.*
 - *Liz: Shifting away from organization-specific services. Not recommending/advertising for any specific provider.*
 - *Pat: It's a great idea and the fact that PCLG is doing it makes it more reputable.*
- *2021 Scholarship Criteria (Laura)*
 - *Laura: Wondering if the practice of the Collaborative was to update the Scholarship Criteria annually? If it's not a normal thing, is it worth re-looking at considering the SoC work we're moving towards and do we want to look at criteria differently?*
 - *Pat: We typically have reviewed it annually and we have reserved the right to agenda-drive what we want to promote in the criteria (e.g., priority is going to be given to x, y, z, etc.)*
 - *Laura: Suggested we add that to the Governance Committee agenda this month and then get the Scholarship Committee together.*

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- *Liz: Will be interested to see from the Scholarship Committee – hope that there’s enough family representatives providing feedback on that. Would like to add more than Peggy.*

9:25 **2020 Budget/2021 Budget** (Laura/Pat)

Review the year-end 2020 budget

- *Laura: In total, we spent \$377K, which is 80% of our budget for 2020. 96% was for Coordination Team, 65% was PCLG due to cancellations as a result of COVID-19, 86% of operating expense funds 90% of general support funds.*
- *Pat: Asked if Laura felt more comfortable with budget now that she’s a year into it.*
 - *Laura: Yes, and she’s been talking to Alison at NAMI and did a year-end clean up. Will likely doing it quarterly moving forward. So yes, she does feel much better about where we’re at and how to help manage budget.*

Review the 2021 budget

- *Laura: Showed EC 2021 budget as a reminder.*
- *Liz: It is online and is affordable, the PCLG will be submitting for a few people’s attendance at the MACMA event. Asked Pat and Laura if there is \$8,000 the providers can use themselves? The budget is probably going to need to be a little bigger than it was last year. We should include scholarship questions for both families and providers, otherwise the funds will go pretty quickly to providers depending on how 2021 plays out.*
- *Jenna: Emmett was talking about need to increase what we pay fiscal agent. Would that be for 2022 we’d need to budget for that?*
 - *Laura: Bottom line answer is that we’re going to need increase agent fee line item because it currently assumes that we’re staying in a fiscal sponsorship relationship. It’s become clear with our work with Emmett is that we need to move into fiscal host relationship to have a better/stronger structure.*
 - *Liz: It’s less than 2020 because last year accounted for COVID-19 Relief Fund work.*
 - *Pat: Regardless, we need to put more money in the line item.*
- *Laura: Should we continue on with the statement of activities as a tracking tool?*
 - *Pat: Works for him.*
 - *Margaret: Only other option she can think of is quarterly activities budget as well. She doesn’t super care, but it’s fine either way.*
 - *Laura: We can highlight quarter expenditures.*
 - *Liz: Feels like there’s so many moving parts that monthly makes good sense.*

Materials: CMHC 2020 Budget & CMHC 2021 Budget

9:35 **Template for CMHC Documents** (Etonde)

Executive Committee considers template for CMHC publications.

- *Etonde: Presents the EC templates for the CMHC publications and asks for their input. Asks is this the way we want to move forward? If yes, how do we want to edit them to represent or visual goals?*
- *Margaret: Asks for clarification.*
- *Etonde: Provides clarification for Margaret.*
- *Laura: Brings up the conversation around branding CMHC.*
- *Cheryl: She’s in favor of branding. Brings up some interesting issues – this was a constant thing that would come up from Wilder (who owns the product? Transparency about the information?) Does CMHC want Cheryl to produce her stuff on their template or is there another way? Requires more conversation. Would be willing to provide more feedback and edits on the templates and sees the need for creating multiple template types.*

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- *Pat: We've had this conversation in the past, so it makes sense to him.*
- *Liz: Her thought is that she likes the butterfly better than PCLG's. Thinks the consistency makes sense. Emmett had a concern about where does PCLG fall with the Collaborative? Liability for parents? Agrees with Cheryl's critiques on branding and the templates.*
- *Cheryl: We want stuff that reflects the Collaborative. Who owns what is being released? Expresses concerns about billing.*
- *Cindy: Not sure what the question is we're trying to answer.*
- *Etonde: I'm wondering if it makes sense to find some time to dedicate to this conversation alone? Because we do have to move on, but I think to talk through all these considerations before moving into decisions requires more time, as Cheryl said.*
- *Margaret: Asks for clarification on whether the collaborative needs the templates and the branding or can branding be placed on different types of reports.*
- *Laura: Provides clarification and recognizes the need for a bigger conversation.*
- *Cheryl: Suggests a conversation needs to be had about intellectual property and messaging.*
- *Etonde: Asks for the solution Wilder handled it?*
- *Cheryl: Wilder always had their own template. Suggests a longer conversation but supports the idea of branding.*
- *Liz: Need to move on is not to minimize the conversation, but in recognition that this is a bigger conversation we need to have.*

Materials: CMHC Publication Template

9:50 **Discuss CMHC Legislative Advocacy** (Pat/Laura)

Discuss if/how we want to coordinate & share legislative info/updates from NAMI and other partners.

- *Pat: Driven by the NAMI piece we decided to include in our last newsletter. How do we want to be seen in terms of our role re: advocacy? Might be worth bringing it up to our Governance Committee. If we are going to vet what we think is worth advocating for, who is that body going to be? Thinks it's something we should be talking about proactively.*
 - *Cindy: Missed what was in the newsletter. (Pat explained.) Think it's something she feels uncomfortable with – want to vet it before moving forward re: legislative action.*

10:10 **SoC Planning Updates** (Liz G./all)

Executive Committee goes over comprehensive update on SoC Planning, covering the following items:

- *Subcommittee assignments – Etonde shared subcommittee teams. No questions.*
- *Hennepin County / CMHC engagement alignment – Etonde summarized the conversation. Meeting again this week to keep discussing this idea re: core questions and where to go with that.*
- *Preliminary timeline, set initial meeting objectives, and discussion coordination/communication amongst leaders for subcommittee work*
 - *Krista: Asked how/where are we going to be keeping information? Shared file?*
 - *Liz: Leaders of each group let Etonde know how we'd like to save/share documents with team that we're working on.*
 - *Liz: A lot of us had objectives that were in the first quarter. Probably go time!*
 - *Cheryl: Scheduling with CMH Dashboard – guess is that they'll have a standing meeting beginning in March. Will likely have pre-meetings in Feb. With journey mapping, waiting for alignment with County, but they'll have a lot of prework to do. So, she hopes to convene soon.*
 - *Etonde: Suggested that we all have initial meetings by March EC meeting.*

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- ***Liz: As leadership, we will have our plans in place and will either have met or have our time to meet by next EC meeting. Will also have communicated to Laura & Etonde about preference re: shared file – OneDrive or Google Drive.***

Materials: SoC Planning Subcommittee Roster, Notes from meeting with HC re: Engagement Alignment

10:50 Preliminary Governance Committee Meeting Agenda (Pat)

Create rough agenda for upcoming Governance Committee meeting

- *Possible items include: Debbie SLP Collaborative Presentation (March), discuss any preparation for Derek Chauvin trial in March/April (what are folks already at the table engaging in and are there opportunities to support that) – do we want to support kids/youth & providers in some way? (Laura added that it's an opportunity to pay attention to youth needs), etc., advocacy conversation, update re: work groups, share budgets,*

11:00 Adjourn

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