

Hennepin County Children's Mental Health Collaborative (CMHC)

Governance Committee Meeting

Wednesday, July 21, 2021

Committee/Coordinator Updates

Parent Catalyst Leadership Group

- PCLG hosted "Let's Talk About Making Tough Choices" on July 20th.
- Our next "Let's Talk About It" will be an in-person gathering At Wolfe Park Center in St. Louis Park on **Tuesday, August 17th**.
- **Mental Health Day at the Fair: Monday, August 30th** - PCLG will be hosting a table at this annual event, offering resource information and mental health educational activities to parents and families.

School-Based Mental Health

Next meeting is July 27, 2021. If you would like to participate, contact Mark Sander, Mark.Sander@hennepin.us.

Other Collaborative Updates

SoC Subcommittees

CMH Dashboard

The children's mental health dashboard is progressing. In the last month, we updated indicators with newly released data, analyzed data to look for historical trends or other patterns, and updated our working draft. We are moving into the phase now of creating more user-friendly versions for public distribution.

Engagement

No update currently.

Governance/Structure

1. We met with Hennepin County's staff, LouAnn Lanning, and then Hennepin County Attorney to provide information and respond to questions about our request to change the HCCMHC contract with Hennepin County and NAMI-MN to reflect a fiscal sponsorship relationship rather than a fiscal agent relationship. **This change requires County Board approval because it's a three-year contract with annual renewals of the budget.** We were able to respond to all questions with the County Attorney's office and believe they are on board and supportive with the requested change.
2. We, and partners (DOCCR and Wilder) met with Hennepin County Risk Management to discuss what data we collect and how we use it. The purpose of this meeting was to determine if we needed to change the insurance requirements in the contract. **It was determined we do NOT need to add any new insurance, e.g. cyber insurance. The current insurance requirements will continue.**
3. HCCMHC **wants to purchase Directors and Officer Insurance** for our Parent Catalyst Leadership Committee participants, and other Governance Committee members that may not be covered by their employer. We'd like to purchase this through NAMI-MN.
4. **Fiscal Sponsorship Agreement.** We worked with Rubric Legal to assist us with this transition. They are recommending we have a section of the MOU that outlines the fiscal sponsorship agreement and a separate section to outline the administrative functions provided through the fiscal sponsorship. This will allow us to make regular changes to the administrative functions while maintaining the fiscal sponsorship agreement. A copy is provided for your review. The HCCMHC Governance Committee will review and vote on the fiscal sponsorship agreement July 21st. We are trying to make all necessary changes within NAMI's needed timeline.
5. **Bylaws.** The HCCMHC Governance Committee will review and vote to amend its Bylaws on July 21st. A copy (and a summary of the proposed changes, some changes were necessary regardless of the change in fiscal agent/sponsorship) are included for your review.
6. Rubric Legal has reviewed the **current fiscal agent contract between Hennepin County and NAMI-MN** to flag things we will need to change in this transition. We will need to review together and submit to Hennepin County contract staff end of July or early August 2021. These changes will need to reflect a budget change to cover the fiscal sponsorship

costs. We will need to identify a percentage or total dollars (not to exceed) for the budget to cover your costs as soon as possible.

7. The **HCCMHC Governance Agreement and possibly our Interagency Agreement** will need to be updated but we need to get through these changes first so we can meet deadlines for County Board Approval this year.

Journey Mapping

The journey mapping project is officially underway! English versions of the recruitment materials went out last week and are currently being translated for dissemination in several other languages. Please spread the word through your networks so that we can interview as many people as possible! As a reminder, all parents who complete an interview will receive a \$25 gift card to either Target or Walmart. Eleven parents signed up in the first week, and the first interviews are scheduled for this week.

We have a great team of interviewers but are still looking for a few people who would be willing to conduct interviews in other languages, especially Spanish and Somali. Stipends will be paid for completed interviews. If you know someone who might be interested, please have them contact Cheryl Holm-Hansen at cheryl@community-research.solutions.

Recruitment

Proposal for Meeting Management

The recent efforts to improve communication regarding the CMHC work (i.e. web page; monthly updates) has resulted in increased interest from people who have not historically participated in the CMHC in a formal way. We have had an increase in “visitors” or other people who aren’t on our voting membership list attending the CMHC Governance meetings. Since the CMHC operates under the open meeting law, we need to find a way to manage this process. The Recruitment Committee developed a proposal that was based on the following tenets:

1. We want to create a welcoming, inclusive environment;
2. We also want to create an environment of respect and trust;
3. There needs to be transparency about roles and what it means to be a voting member.

The Recruitment Committee is wanting to be open and welcoming of these individuals while also ensuring that we have a culture where people feel safe and comfortable to participate and share their opinions.

We have the following proposal for your consideration:

1. At the start of each CMHC Governance meeting, the meeting facilitators will reiterate the purpose and mission of the CMHC, welcome everyone and introduce the new people; at this time acknowledge that there are visitors or non-voting members and indicate that we welcome their participation, however, only voting members can contribute to decision making by voting for proposals, etc.
2. After the meeting, a member of the CMHC will reach out to any people who attended the CMHC Governance meeting to answer questions, get their impressions, and determine if they are interested in being more involved in the work of the CMHC.

Proposal for Updating the Current Voting Membership List

State statute identifies certain stakeholder groups who must be part of the voting membership of the CMHC. The CMHC by-laws provide further clarity on how the state statute is implemented at a local level. Some stakeholder groups select their representative and some are appointed. Many of the people on this list participate on a regular basis, others are more variable. There is also confusion on the part of some of the members as to whether they are a voting member.

The Recruitment Committee is recommending that the CMHC make an intentional effort to review the current roster of voting members and determine if there are needs for changes. The specific activities associated with this proposal includes:

1. Clarification of the role and responsibilities of voting members;
2. According to our by-laws, each voting member has a “term” —we need to clarify what this means and how we will determine a voting members “term”;
3. Doing outreach with the stakeholder groups (i.e. providers, Family Service Collaboratives) to determine how they want to identify their representative;
4. Doing outreach with individual voting members to determine if they are interested in remaining on the roster of voting members and whether they can meet the expectations for the role of voting members;
5. Complete this proposed process by late fall 2021.

Clarification on the status of the current roster of voting members will help inform next steps and future work of the Recruitment Committee.

Service Continuum

AmeriCorps Fellow, Autumn Nelson, is working with Hennepin County staff and providers to collect and information to include in the service map and to better understand what information is most helpful to families. The information will be prepared and shared with the PCLG to get feedback and other key stakeholders by August 1, 2021.