

## Executive Committee Meeting Agenda

September 6, 2024 | 9:00-10:30 am

Zoom Meeting:

<https://us06web.zoom.us/j/89306733290>

9:00 **Opening Circle** (5 min)

*Do you prefer slow or fast?*

9:05 **Discussion Items** (60 min)

**1. Hear PCLG Parent Concerns & Discuss Response**

Neerja Singh will share a parent concern, and discuss and decide on a Collaborative response.

**2. Review the draft Chair role and provide feedback.**

[https://docs.google.com/document/d/1A2jauLGkMWSW-](https://docs.google.com/document/d/1A2jauLGkMWSW-0wOjLA2i5tT6Eik5lfb/edit?usp=sharing&oid=11422665836944022423&rtpof=true&sd=true)

[0wOjLA2i5tT6Eik5lfb/edit?usp=sharing&oid=11422665836944022423&rtpof=true&sd=true.](https://docs.google.com/document/d/1A2jauLGkMWSW-0wOjLA2i5tT6Eik5lfb/edit?usp=sharing&oid=11422665836944022423&rtpof=true&sd=true)

here are a couple questions in the description for consideration. Note: The draft has been reviewed by the Coordination Team.

**3. Recruitment of Collaborative Chair**

- a. Potential leaders
- b. Recruitment Process
- c. Timeline

**4. NTTAC Technical Assistance was approved!**

Asad, Fatima, Cheryl and Laura met with the two NTTAC team members about our requests for support creating inclusive environments and support around governance. Dr. Ghia Kelly and Sukey Steckel are both available to provide support.

- a. We agreed to meet bimonthly meetings as a team of six. We have our first meeting on Sept 10th (after our next Executive Committee meeting).
- b. How do we best engage Executive Committee, Governance Committee members, and/or community partners.

**5. Recruitment of PCLG Coordinator**

- a. Recruitment Process
- b. Timeline

**6. New workgroup to discuss awareness building.**

Goal is to have one meeting in September and bring to a draft plan to PCLG, Executive Committee, & Governance

10:00 **Business Actions** (15 min)

**1. 2025 Budget Development Timeline & Process.**

- i. Parent and family engagement: PCLG, Community Partnership Mini Grants, & parent affinity groups
- ii. Awareness Initiative
- iii. Youth Mental Health First Aid
- iv. Scholarships
- v. DOCCR
- vi. District 287
- vii. Other

**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.*

10:25 **Summarize Next Steps** (5 min)

10:30 **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.*

## Executive Committee Meeting Summary

August 2, 2024

**Present:** Asad Dahir, Krista Phillips, Andria Daniel, Pat Dale, Dr. Jenna Mitchler, Fatima Muhammad, Cheryl Holm-Hansen, Hayley Tompkins, Laura LaCroix-Dalluhn, and Cati Gómez.

### Discussion Items

1. Reflections from the SAMSHA System of Care Conference & Recommended Next Steps
  - Laura LaCroix-Dalluhn shared that she attended the SAMSHA conference with Asad, Fatima, and Cheryl. Laura shared that some focuses of the conference that felt significant to her for this collaborative include stronger values and philosophy, implementation of services, and the importance of infrastructure.
  - Asad Dahir and Fatima Muhammad shared that infrastructure may be our greatest challenge and we should focus more on how we are engaging and doing work with the community, each other, and the county.
  - Laura shared that we could utilize NTTAC support, such as coaching, consultation, and training to reach our infrastructure, implementation, and culture shift goals. Laura also shared that we could utilize the fish and boulder exercise as a group. This exercise helps groups identify a goal and think through the strengths and obstacles that either help that goal or hold them back.
2. Identifying Qualities of our next Collaborative Leader(s)?
  - Laura shared that we are preparing to search for a new chair and possibly new co-chairs. Pat Dale shared that previously we have had various different people engaged in this role, including parents, county representatives, and providers.
  - Pat shared that he feels it's important to have different perspectives in the leadership role.
  - Andria Daniel asked if there was a chair description written up. Laura answered that there is not one yet but she will work on it and include aspects from this discussion. Krista Phillips highlighted that we need to call it a role description rather than a job description since there is no compensation.
  - The group highlighted that the role description should include information about how leadership should interact with the coordinator. Hopefully, this will allow the coordinator to not have the sole responsibility for the behind-the-scenes work.
  - Laura asked what the group would like to see in new leadership. Through discussion, it was determined that the group would like leadership that is a thought leader, is familiar with the system of care, is able to navigate and foster engagement, and is committed to the 'why' of this work. Additionally, the group highlighted the importance of facilitation skills, organizational skills.
  - The group discussed the challenge of this role not having compensation, some pointed out that it may hinder one's ability to spend ample time on the work or may even lessen one commitment. Fatima shared that she feels it's important that the

leadership is committed to this work through the mission and not because of compensation. Pat highlighted that for him, if this role came with compensation, it would have made it more difficult for him to serve as chair, and it may be the same for others. Laura shared that she will create the chair role description utilizing the aspects we discussed and share it with the coordination teams and executive team for final review.

3. What do Executive Committee Members Need, or Want to address Concerns raised by our colleagues about power sharing and culture change?
  - Pat highlighted that we are continuing to explore how we can best address the need for a culture shift toward inclusivity in this collaborative. Laura shared that we had previously discussed bringing in Dr. Bravada as an external facilitator for this shift, but Angela Watts and Asad shared that Dr. Bravada is unavailable. Dr. Ghia Kelly, who was a part of the SAMSHA conference may be a good option to approach with a request, she was well-received and well-liked by those who attended the conference.

### **Business Actions**

- Funding Request from Coordination Team to Expand Capacity and Communications
  - Laura shared the budget request to purchase Google Workspace for the coordination team to create infrastructure. Krista moved to approve the funding and Dr. Jenna Mitchler seconded. Motion approved.
- Funding Request for Kente Circle Sponsorship
  - Laura shared that we have the opportunity to sponsor the Kente Circle conference. This would give us 10 slots to give out. Pat moved to approve sponsorship and Jenna seconded. Krista shared that going forward she would appreciate a process in how we reach out and invite individuals to attend the events we sponsor. Motion approved. Pat shared that Angela has said that she would like to utilize one of these spots, so we have nine slots remaining.
- Review and approve child care and transportation policy for community member engagement
  - Laura shared that we would like to update the stipend policy to include childcare and transportation policies. There are a number of parents/caregivers who need support. This change will allow them to access resources to continue participating; providing \$25 for childcare and \$25 for transportation per event/meeting. Andria moved to approve the change and Jenna seconded. Motion approved.
- WRAP Training
  - Hayley announced upcoming WRAP training on August 17th and 18th. Hayley shared that it's a unique opportunity and allows families to create their wellness plan and asked that everyone share the opportunity to any families, parents, or caregivers that they feel may be interested.

## Executive Committee Meeting Summary

September 6, 2024

**Present:** Asad Dahir, Krista Phillips, Pat Dale, Dr. Jenna Mitchler, Fatima Muhammad, Cheryl Holm-Hansen, Hayley Tompkins, Laura LaCroix-Dalluhn, and Cati Gómez.

### Discussions Items

- PCLG Parent Concerns
  - Neerja Singh introduced herself, she shared she is the new area manager of children's mental health and added that she is excited to work with the collaborative and do systems work.
  - Neeja shared that she received a complaint from a parent serving on the Parent Catalyst Leadership Group, PCLG, outlining some concerns she has with the Collaborative. Neerja explained that the concerns Jennifer outlined in the complaint include feeling that the PCLG is ignored, excluded, and prevented from taking part in activities that they used to and that she individually has been disrespected by coordinators including Margaret Sullivan and Hayley Tompkins. Jennifer also shared that the PCLG was told that Fatima Muhammad's work as the Family Engagement Coordinator would be separate from the PCLG, Jennifer outlined that they have little understanding of Fatima's role and negligible communication with Fatima. Jennifer included that she feels very little information from the collaborative flows to PCLG and vice versa. The concerns shared included that there was planning that the PCLG did with Hayley when she was appointed and that Jennifer feels that Hayley has undone this work by bringing in outside agencies to work with PCLG, including, Hayley's previous employer, YMCA Beacons, which Jennifer feels is a conflict of interest. Jennifer shared that YMCA Beacons received \$30,000 to train individuals in Youth Mental Health First Aid, YMHFA. Jennifer included that the WRAP training that PCLG members shared interest in was outsourced for an undisclosed sum of money and that PCLG members were told they were not expected to participate in the WRAP training. The complaint indicated that Laura LaCroix-Dalluhn chose to spend \$5,000 dollars on WRAP training sessions rather than spending \$900 to have a parent from the PCLG trained on how to facilitate training. Jennifer included that she feels the Coordinators have shown they have a lack of confidence in PCLG members by bringing in NAMI to take over some activities, and according to Jennifer, PCLG members feel that they are being encouraged to become NAMI volunteers. The complaint indicated that a PCLG member was invited back to the group without any discussion after this person had been suspended from the group in the past. Jennifer indicated that she ultimately feels that the coordinators are using funds for leaders' pet projects while disenfranchising individuals with lived experiences, and reducing the PCLG to tokenism and that repeated conversations have not resulted in any change. Jennifer included a

recommendation to take a step back and determine how the PCLG can be better incorporated into the collaborative and how the leadership and members of the collaborative can treat PCLG members with dignity and respect and empower PCLG members to lead the way in identifying system improvement. If this is not done, the complaint suggested that leadership be terminated and the Hennepin County Children's Mental Health system be reformed. Neerja shared that Jennifer sent these concerns to Neerja's director and the deputy county administrator, so that's where it is now. She added that she has not had any communication with Jennifer.

- Discussion of Concerns
  - Pat Dale thanked Neerja for sharing and said he felt it important for the Executive team to hear the complaint and discuss it. Pat asked if people felt that the executive team should discuss this independently and bring recommendations back to coordinators/staff. Neerja asked that she be updated on what the executive team decides to do and shared she had to leave for another meeting. Hayley shared that she would be willing to answer any questions that the executive team would like answered.
  - Dr. Jenna Mitchler asked if, at this point, we are in a position where there could be litigation against us.
  - Pat answered that we are not at that point.
  - Asad Dahir shared that he feels it is important that the executive team discusses how to move forward, and members of the executive team agreed.
  - Hayley shared that she feels that there is a difference of opinion on the direction of the work. Hayley is trying to move forward knowing that parent leaders may have limited capacity and that the best change work is done in collaboration. Hayley has been bringing in partners to aid in some of the work, instead of turning the PCLG into a training organization. Hayley added that there has been tension between the parents, and she feels that the majority of parents are on board with this plan and that this parent is not. Hayley shared that everything, including collaborating with partners has been above board and approved by members. Hayley shared that unfortunately, other parents serving on PCLG have brought concerns to her about the parent who submitted this complaint bringing negative energy into the space, and other parents have shared that they do not agree with this parent.
  - Laura shared that she has had discussions with Jennifer in the past in which she stated some of these concerns. Laura shared that Jennifer has had questions about Collaborative resources. She said she shared the budget with her but never received questions about any of the expenses. The Collaborative's budget is public information. Laura added that Jennifer wanted to be trained in how to facilitate WRAP training, but there were differing opinions on whether or not to train parents or coordination staff to build capacity. Laura added that the Governance Committee decided to partner with YMCA Beacons for the YMHFA training in January and the Collaborative's fiscal sponsor, MACMH, has a signed MOU with Beacons to deliver this training.

- Fatima shared that she would like to give kudos to Jennifer for sharing her concerns, this is exactly what we would like parents to do, we want parent voices to be heard. Fatima shared that she has had conversations with this parent in the past, and Jennifer shared things that were addressed in the complaint, and Fatima felt that she was able to clear up misunderstandings and explain her role. Fatima shared that she feels that some of the concerns Jennifer brought up are valid, we have discussed the lack of communication and structure between leadership and the collaborative.
- Pat thanked everyone for providing input and shared that with open meeting law, minutes, and newsletters he feels we have been keeping track of how and when decisions are made which may be important in this discussion.
- Jenna asked if we have ever denied proposals for funding community partners for projects in the past. Laura shared that she does not believe we have denied any funding decision brought before the Governance Committee. Laura explained that we always vet funding decisions through the Executive Committee first. Laura added that we have representation from the PCLG on the Governance Committee, PCLG members are invited to the Executive Committee meetings, but her understanding is that it does not work in anyone's schedule.
- Asad asked what the process was in identifying a vendor for the YMHFA training and asked if we considered other organizations. Laura explained that we regularly utilize our community partners in activities such as this and YMCA Beacons volunteered. We had previously partnered with Change Inc. for YMHFA training, after they volunteered to operate the training as well. Laura shared that this is how the Collaborative conducts most of its partnerships. Pat added that utilizing community partners is part of our collaborative structure. Asad asked, regarding the part of the complaint that claims a parent was suspended, if the PCLG has a formal process of suspension. Laura shared that there is not a formal process of suspending parent participation, and added that she understands the returning parent referenced in the complaint made the decision to leave after not feeling welcome with the parents and previous coordinator. Laura said this parent's decision to leave was shared with the Executive Committee at the time. This parent decided to come back when Hayley became coordinator. Fatima shared that the PCLG does not have a code of conduct and there is no infrastructure in place to suspend or disallow members. Krista Phillips asked if parents are voted in or anything, Hayley answered that anyone can come and go at any time. Hayley added that when she moved into her position, there were co-chairs and some other structures that they moved away from to promote inclusivity. Fatima shared that this complaint may be stating a need for more structure within the PCLG.
- Executive Team Discussion (Voting members only)
  - Pat shared that the executive team decided that they would like to reach out to Jennifer and offer to meet with her. Asad and Fatima will contact her with the goal of giving her a chance to have a conversation outside of the PCLG. Asad will have to check to see if the county is comfortable with him serving as an

executive team member rather than a county representative. Asad will reach out when he knows this. We are unsure whether or not Jennifer stated that she is resigning from the PCLG until this is resolved, but our goal is to have her reconnect with the PCLG.

- The executive team shared it will be important to have clarification and structure outlined for joining and leaving the PCLG. Pat shared that he feels the way we have conducted business is appropriate, but we can improve the PCLG and communication between the PCLG and the collaborative and that this might address some of the concerns outlined within the complaint. Pat said we could reach out to the state to see if they have a process by which we should address this complaint.
- Laura asked about the process of communicating these concerns to the PCLG and the Governance Committee. Pat said that he feels we should let members of the PCLG know that a complaint has been made and that they are working to address it. Pat suggested that we do the same with the Governance Committee with a consistent message.
- Laura suggested that we let the PCLG members know a PCLG parent contacted Hennepin County to share their concerns before this meeting takes place before Executive Committee members meet with Jennifer. She shared she is concerned about maintain communication with parents. Hayley shared that she agrees, she thinks the PCLG may have questions and may want to share how they feel about the concerns of this parent. Hayley asks that we give them time to share.
- Pat said that he will draft a message for PCLG parents and send it to Laura, Fatima, and Asad for review.
- Pat asked Laura to see if the executive team could meet outside of their normal meeting schedule to address the agenda items that we did not have time for today.

### **Adjournment**

- Krista moved to adjourn and Pat seconded.