

Mission Statement: Working Together...Serving Families...Improving Lives

Vision Statement: Within the Otter Tail Family Services Collaborative families, communities and service providing agencies work together for a responsive, flexible system of education, support and services that focus positively on the needs, strengths, and potential of each child and family.

Leadership Council Minutes

Date: 09.09.24

Site: LCSC & virtual

1. Call to order (Liz Kuoppala) Liz called the meeting to order at 11.09 AM. Those in attendance virtually included: Jim Kennedy, Jody Lien, Mitch Anderson, Adam Johnson, Carli Tellers, Meghan Mohs, Hannah Frink, and Ehren Zimmerman. Those in attendance in person included: Tamara Uselman, Liz Kuoppala, Eric Weber, Megan Myers, Brenda Schleske, Lynne Penke Valdes, Michelle Eldien, Jeff Drake, Jeremy Kovash, Kurt Mortenson, Ryan Severson, Brian Korf, Jeff Wilson, and Jane Neubauer.
Note taker: Jolene King
2. Approval of agenda (Liz Kuoppala): Kurt Mortenson moved to approve the agenda, seconded by Jeff Drake. Carried unanimously.
3. Approval of the [minutes](#) of the May 2024 meeting (Liz Kuoppala) Jeremy Kovash motioned to approve the minutes, seconded by Jeff Drake. Carried unanimously.
4. Financial report (Liz Kuoppala): please see page 2
The financial report as of 8.30.24 was shared and reviewed.
Jane Neubauer. shared information on the LCTS earnings. Jane stated guidelines recommend that the funds are spent within 24 months of being received.
5. General discussion:
 - o Family Resource Center update (Lynne Penke Valdes)
Meghan Mohs presented a Family Resource Centers update. Attendees participated in a small group activity to identify additional community assets. Please see the attached slide deck for a summary of progress on the FRC project to date.
6. Work group reports
 - o School Engagement
 - BARR updates: the Building Assets Reducing Risks program has begun implementation in two school districts as a pilot within the School Engagement portfolio.
 - Perham (Virtual): Superintendent Mitch Anderson shared that funding for the three-year BARR comes from two sources: the Collaborative and an MDE Grant. BARR is being implemented in Perham High School as well as in Prairie Wind Middle School. Funding for year three which the MDE grant

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does not cover will be provided by the Collaborative. Perham had two full days of BARR Training in August which had positive reviews, as per Perham representatives at this meeting. Jim Kennedy, PWMS principal, shared their goal is to get all of the BARR meetings (small block, big block, and community connect) scheduled by October 1st. Both Principal Kennedy and Ehren Zimmerman, Perham High School principal, shared Relationships are being built through teachers (ELA, math, social studies, science) teaching the BARR Social emotional learning curriculum called iTime. Principal Zimmerman stated that 9th – 12th grade are Implementing BARR which requires each day, Monday through Thursday, one grade level will meet. Prior to BARR, teachers met by department only, not grade level. Dr. Hannah Frink shared she met with the 9th grade small block team today, stating it went well, and is pleased with the focus on the intentional building out of school to home relationships, as well. Carlie Tellers, new in her BARR role, was also present representing the BARR Program at Perham.

- Battle Lake: Principal Ryan Severson was in person and shared that BARR is adding a framework and intentionality to much of the good work that is in place. He restated the focus on relationships, data, personalization and supportive approach in the BARR framework holds promise to aligning the system even better. Principal Severson expressed satisfaction with BARR's three-year intentional implementation plan as well as with the on goings weekly support from the BARR coach.
- Children's Mental Health Local Advisory Committee: CMH LAC has a structure required under statute. Tamara shared the representatives needed to meet the statute requirements and that work is being done this week to build out the CMHLAC to meet the statutory requirements.
- Community Equity & Supports
 - This group is struggling to find its goal and identify a goal that fits under the Collaborative's goal areas. Tamara reported this workgroup will continue to define itself over the coming months.
- Early Childhood Coalition
 - The Early childhood Initiative workgroup is meeting today. Jane N shared some history of the Early Childhood Work Group. The ECI oversees the work of the United Way Home Visiting program. Collaborative funds are used to support home visitors.

7. Return on Investment draft

- [ROI](#) draft to progress monitor results of programs
 - Tamara shared leadership council should begin to further understand specifics about programs which are being funded and be able to monitor the progress being made within those programs.

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- The Leadership Council discussed asking members to share how they are using professional development allocations. This will help keep them accountable and will give others suggestions for possible training and development. This will also allow the minutes to capture information on expenditures rather than use of the ROI form.

8. Collaborative Opportunities (share out) (all):

- o Jody Lien shared: County Public Health is in the process of the Community Health Assessment. Will be in two communities – Parkers Prairie and Pelican Rapids. Looking for 10-15 people in each focus group. Reach out to Public Health if you know anyone that may be interested. Opioid settlement funds – reach out with ideas or thoughts. Suicide prevention work group is looking for new participation. This coalition is looking to be present at events. Purchased a population-based platform called [Credible Mind](#).
- o Adam Johnson -no updates.
- o Eric Weber: Freshwater is in a unique setting, covers five different counties, has 12 member school districts, three of them are from Otter Tail County; NYM, Henning and Perham. Eric is also part of the Todd County and Wadena County Collaboratives.
- o Megan Myers: [Amberley Snyder](#) will be presenting at seven locations across OTC. Talks about overcoming the hardships after being injured in a rodeo. October 8th – 10th.
- o Brenda Schleske: LMH is Gearing up school-based services. Added some new positions this fall. Collaborating with schools to add mental health practitioners.
- o Lynne Penke Valdes: NYM is doing a welcoming communities event next week. Otter Tail County will be there with a table with information on resources and services they provide. Veterans' services office will be promoting a new mobile veteran's service once a month.
- o Michelle Eldien: School engagement focus. Truancy specialists appear to be needed. Number of referrals are increasing for the school engagement program though the number resolved prior to court or out-of-home placement shows the program is effective.
- o Kurt Mortenson: the County recently launched the Empowered Worker Program. The initial goal was 25 intakes which was filled quickly. OTC Board of commissioners is hosting an open house on September 16th.
- o Jane Neubauer: oral Health education will again be offered in all the school districts.
- o Liz Kuoppala – MAHUBE offers poverty simulations, approximately a 3-hour role playing workshop. A Latino outreach coordinator position has been added within the last two months.

9. Announcements:

- Next meeting: scheduled for October 21, 2024
- [Meeting schedule](#) for 2024 – 2025

Brenda Schleske motioned to adjourn; Lynne Penke Valdes seconded.

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Financial Report as of 8.30.24 **Corrected**

FY25 Financial Report through 083124			
Integrated Fund Balance as of 6/30/2024	\$ 717,774		
ANTICIPATED INCOME	FY25 Budget Projection	Actual Cash Received	Current Balance Remaining
LCTS earnings	\$ 320,000	\$122,215	\$ (197,785)
Anticipated Interest	\$ 1,500		\$ (1,500)
Partnership Payments	\$ 16,425	\$ -	\$ (16,425)
Otter Tail County Human Service Board for CMH LAC	\$ 5,985		\$ (5,985)
	\$ -		\$ -
Misc:	\$ -	\$ -	\$ -
Totals	\$ 343,910	\$ 122,215	\$ (221,695)
Budgeted Expenses FY24	Approved Budget	Actual Expense	Balance Remaining
Contracted Services: Collaborative Coordination & Support	\$ 63,316	\$ 5,276	\$ 58,040
Contracted Services: Children's Mental Health LAC Coord	\$ 2,985	\$ -	\$ 2,985
Collaborative Meeting Expenses	\$ 4,000	\$ -	\$ 4,000
Contracted Services: LCTS Coordination	\$ 7,200	\$ 1,201	\$ 5,999
Mental Health Program Support	\$ 75,000	\$ -	\$ 75,000
Early Childhood Work Group	\$ 82,000	\$ -	\$ 82,000
	\$ -		\$ -
School Engagment Program Support	\$ 255,000	\$ 80,000	\$ 175,000
Children's Mental Health Local Advisory Council (LAC)	\$ 3,000	\$ -	\$ 3,000
Planning and Evaluation Work Group	\$ 200	\$ -	\$ 200
Set Aside Payment	\$ 1,500	\$ -	\$ 1,500
Community Equity & Support	\$ 35,000	\$ -	\$ 35,000
Partner Professional Development Reimbursement	\$ 31,000	\$ -	\$ 31,000
Total	\$ 560,201	\$ 86,477	\$ 473,724