

Mission Statement

We will collaborate to provide services that are family friendly and easily accessible in time, location and dollars including:

- 1) Identification and referral for resources in all community settings (court, church, school, etc.);
- 2) With a range of services that are appropriate and comprehensive;
- 3) That encompasses prevention and education, crisis intervention and treatment and on-going services.



Vision Statement

Families are functioning well holistically (emotionally, physically, economically and spiritually). Children and youth with mental health challenges and their families will have their needs met through services that are appropriate easily accessible and empowering.

Sherburne County Children's Mental Health Collaborative

Meeting Minutes

July 13, 2023

Voting Members Present:

Patti Hetrick – Parent Rep & Chair
Mitch Fennell – SCHHS & Vice Chair
Liza Davis – Greater Minnesota
Chad Rhoads – Lutheran Social Service
Nicole Ruhoff - SCHHS, Public Health
Teresa Becker – Community Corrections
Rachel Hilyar – Elk River Schools
Benjamin Bonnett – Big Lake Schools
Katherine See – Big Brothers Big Sisters
Kristi Monsour – Reach-Up Head Start
Sarah Maurer – CMMHC
Mel Harmon – Rivers of Hope

Voting Members Not Present/Excused:

Paul Fischer – MHealth Fairview
Julie Schultz – Main Street Family Services
Carla Nolan – Becker Schools

Voting Members Absent:

Lana Talberg – Sherburne & Northern Wright Spec Ed Coop
Angela Nies – Spark2Hope

Non-Members & Guest(s) Present:

Leslie Young – SCHHS & Collaborative Coordinator
Therese Butterfield – SCHHS, Secretary
Elaine Klinker – SCHHS, Accounting
Stacie Hoeschen – SCHHS, Child Welfare Social Worker

I. Welcome/Call to Order

The meeting was called to order by Patti Hetrick.

II. Introductions

III. Business

Agenda Approval

The agenda was amended changing the date of the meeting from Wednesday to Thursday. A motion was made by Sarah, seconded by Mitch to approve the agenda. Motion carried.

Approval of May 19 Meeting Minutes

A motion was made by Kristi, seconded by Liza to approve the minutes of the May 19 meeting. Motion carried.

Treasurer's Report

Elaine Klinker went over the Fiscal Report. The beginning balance was \$150,482. We had income of \$68,239 and expenses of \$3,052 leaving an ending balance of \$215,669. We are sitting really good for funding and are on track for spending for 2023. All expenses for 2022 should be in. Elaine made a recommendation to unencumber the remaining funds. A motion was made by Nicole to unencumber the remaining \$4,422.76. It was seconded by Mitch. Motion carried. Patti inquired whether we want to discuss how to use funds for next year. After a brief discussion it was decided that this could be discussed at a later date so it was tabled until September.

A motion to approve the Treasurer's Report was made by Mitch, seconded by Kristi. Motion carried.

IV. Administrative/Work Group Reports

- Membership Updates – Welcome to Ben on behalf of Big Lake Schools and Mel Harmon from Rivers of Hope. With the departure of Tailor Doeden from Tri-CAP, there was interest from them to remain as a member. Theresa Flinck will be attending on behalf of TriCap. Patti will be moving out of Sherburne County and was wondering if she can still be on the committee as a non-resident. She is currently our only parent rep. There was a brief discussion and it was decided that parent representation is best represented through STIR so we don't really need one for BRIDGES. Patti can remain as a non-member and attend meetings as she chooses. She will remain the Chair through January 2024 when we have our election of officers.
- Teams & County Website Update – BRIDGES information was added to the Sherburne County Website. Here is the link: <https://www.co.sherburne.mn.us/1327/BRIDGES-Mental-Health-Collaborative>. Leslie shared what the page looks like. Therese created a Microsoft Teams page for BRIDGES. She is still in the process of finalizing it and once it is completed, she will send an invite to each member. This is a great way for members to see everything that relates to BRIDGES, to access resources, minutes, agendas, grant information, etc. If anyone needs one-on-one training for Teams, please reach out to Therese.
- Meeting Times – Consensus to keep the current schedule, 3rd Friday at 9-11am.
- Grant Invoice Deadline – Discussion to move up the deadline for submitting invoices from June 1st to April 30th. It doesn't affect Elaine with her treasurer's report. This was tabled until September.

- Random Moments/LCTS – Leslie has been meeting with Sherburne-Wright Coop and they are still considering remaining in the LCTS programing but have some minor concerns that they are trying to figure out. This would increase our funding. More to come.
- STIR /Education Committee Update – Mental Health Guide was sent out for input on the updates. Leslie shared the newly updated guide. Some feedback given was under counseling/therapy there was a long section but to separate it would add another page and cost more money so they decided against it. This is ready to send to the presses. They had senior volunteers check all the numbers. Mitch asked how this will be reviewed/updated in the future. This will be reviewed early and it will be electronically so updates can happen right away. BRIDGES and STIR logos will be on there. There will be a movie series coming in the future-trying to nail down dates and places and finalizing details with some great community opportunities.
- Co-located Mental Health Update – A new school therapist in Howard/Waverly school. New postings out there to some schools/received some more funds for that. Busy summer. Liza shared that a Becker therapist was moving to Brainerd so will have an opening. Elk River has five openings, would like to add a therapist. One offer out right now. LSS is trying to fill positions left when staff have been fully licensed. Skill development can come from non-licensed staff. Recruiting fully licensed therapists would be ideal.

V. Collaborative Coordinator Update

- Bylaws – Leslie said that there was no feedback or changes to the Bylaws so they can be finalized. A motion to accept the amended bylaws was made by Liza, seconded by Rachel. Motion carried.
- Grant Application and Rubric update – Leslie shared the new application and pointed out are focus will be around the five protective factors. Kristi asked how we get this out to people. In the past it was just open to members only but since we changed that requirement, members can forward the application to other communities providers. This will also be posted on the county website. There will be a review committee put together comprised of people from the community and people that don't have any conflict of interest to score the applications. An instruction sheet will also go with the application and that has not been finalized yet. Because of the new application layout, some of the reporting forms will no longer be needed. We will no longer have awardees submit an Evaluation Plan and Budget Proposal with their Letter of Agreement since that information is part of the application process. A motion was made by Mitch to accept the application and seconded by Kristi. Motion carried.
- Review grant forms – Leslie and Therese will lead a small subgroup to update the existing reporting forms. The labeling of the forms of B1, B2, etc. will no longer exist. We will simply have an Invoice, Mid-Year Report, Final Report and Final Budget. Mitch volunteered to help Leslie and Therese update the forms.
- Partnership with Isanti County for First Aid Mental Health Trainers – Isanti County reached out to Leslie to see if we wanted to participate in First Aid Mental Health Training. This training is more focused on teens and young adults versus younger children. It teaches strategies, how to recognize signs and offer support, etc. The cost of the three-day session is \$2200 and would be split between us and Isanti. Therese will put information in Teams

about this training. Rachel shared that they have done these trainings in the past and it is a great idea and the awareness is good. Leslie will reach out to see if we can have training for younger children since this is more focused on teens and young adults.

VI. Other Business

Nicole shared that a survey was sent out regarding Family Resource Centers. It closed on July 10th but if you didn't get a chance to fill it out, you still can.

VII. Adjournment: 10:04am

Next Meeting: September 15 at 9-11:00am

Location: Sherburne County Gov't Center, Maple Room