

Otter Tail Family Services Collaborative
Working Together...Serving Families...Improving Lives

Collaborative Coordinator's Report
Prepared by Jane Patrick, Collaborative Coordinator
January 25, 2010

Partnership Matters

Printing expenses was a topic of discussion at the Executive Council meeting in January. On average, the cost for printing meeting materials for the CEO Group and Executive Council meetings runs about \$50-75 per meeting depending on the materials needed. While this does not seem like a huge expense, it certainly does add up over time.

In order to reduce waste and become more "eco friendly," the Executive Council discussed the option of purchasing a new or used LCD projector and instead of printing paper copies, the reports would be both posted on-line and then shown via projector at the CEO meetings.

ACTION ITEM: *In regard to this idea I would ask you to consider the following:*

- 1) Would partners be willing to review reports on-line, and/or print their own copies of meeting materials to bring to the meeting?
- 2) If so, does any partner have an LCD projector that they would be willing to donate to the Collaborative, or know of where we could get one inexpensively?

FY11 Work Plan and Budget – Planning and Evaluation has been working hard to complete the 2010 Biennial Plan. They will be presenting their preliminary findings to you today for approval. Based on the plan, the work groups will meet throughout the month of February and develop work plans to address the needs identified in the Biennial Plan. At the March 1 CEO Group meeting, recommendations will need to be made by the CEO Group to the Executive Council on the work plans and budgets presented by the seven Collaborative Work Groups.

Today I am also presenting to you a five year budget projection worksheet. This worksheet is based on current year's funding and current year's expenses. In short, as you can see, if we continue to generate revenue at our current rate and continue to spend at our current rate, we should be able to continue operation at our current capacity through June 30, 2014.

RECOMMENDED/FUTURE ACTION ITEM: *Based on this projection, the CEO Group may wish to identify options for how the Collaborative can:*

- a) Enhance revenue to a point where the Collaborative can continue to function long term within its existing capacity; and/or
- b) Begin the process of making additional budget cuts so that Collaborative resources are not completely depleted at the end of the five year cycle; and/or
- c) Begin discussions for how to restructure the Collaborative so it can become self-sustaining.

Minnesota Fatherhood Leadership Circles – Wednesday, February 3 in Fergus Falls – See flyer. **ACTION ITEM:** Because this is such an important initiative for all of us, this invitation is open to all Collaborative partners. ***I would strongly recommend that each partner organization consider sending at least one representative to attend part or all of this meeting.***

School-based Mental Health

The School-based Mental Health Work Group (SBMH) met just prior to the CEO Group today to discuss plans for FY11. It is anticipated that a work plan and budget proposal will be brought forth by the SBMH Work Group at the March 1 CEO Group meeting.

The Henning School met in January with Jodi Wentland from Human Services, Kelly Olson from the Village and Jane to discuss future plans for incorporating school-based mental health programming into their building. It is anticipated that a decision will be made within the next 30 days about how those three partners intend to work together for the next school year.

Jane also met in January with the Underwood and Battle Lake School administrators to discuss options. This group is exploring how they might work together with Lakeland Mental Health Center for school-based mental health services. Options are being explored for each individual school and for the two schools to combine their efforts and/or a staff person. Again, it is anticipated that a decision will be made in the next 30 days for how these partners will work together in the 2010-11 school year.

Truancy Prevention Work Group

The group met for the second time in FY10 on December 4th. Eleven school administrators, including five elementary administrators from seven of the eight districts were in attendance in addition to a representative from each Human Services, Probation and the County Attorney's Office. At this meeting each of the partners shared input on what they hoped to gain from their participation and involvement with the group. This information will be compiled and brought back to the group in February as they prepare their work plan for the coming year.

Brad Vold also reminded the group that the County is willing to go out to each of the elementary schools and talk with parents of students that have excessive absences. Schools simply need to identify the parents and invite them to attend the meeting which would be held at their school. The County Attorney's Office has also offered to participate in these meetings.

ACTION ITEM: It is requested that our school partners visit with their elementary administrators about this offer, and encourage elementary schools to review their attendance and identify students/families that might benefit from this newly offered intervention.

Local Collaborative Time Study (LCTS) Updates

As you may recall, last January the time study underwent a change in reporting requirements. This change required time study participants to report a short description of the activity they were doing at the time of their random moment in addition to selecting a single code letter. While this required a small amount of extra work for time study participants and recorders, I believe it will prove to be invaluable in the long run to helping ensure that our folks are doing a good job of reporting.

In order to assess how the time study folks are doing with reporting, I decided to ask all of our school participants to complete a worksheet matching up various activities with specific code letters. Each participant was also provided with access to on-line training materials and tools which are approved by the State to aide them in selecting codes.

The deadline for completing the worksheet was last Friday, January 22, and I have only received about one-third participation by our school folks. More concerning is the fact that preliminary results show that a significant percentage of our folks are NOT fully understanding all the codes.

ACTION REQUESTED: Based on the initial results of this assessment, I am requesting that school administrators issue a notice to their time study participants reminding them to complete the worksheet they have received.

Once I have a good sampling of the results from each school district, I will be presenting a plan which will likely include face-to-face training in each district, specifically to those participants that appear to be struggling with accurate reporting, to assist them in enhancing their reporting accuracy.

Children’s Mental Health Local Advisory Council (LAC)

Exposure to trauma is often what comes before emotional and behavioral problems which may ultimately negatively impact children and society. First responders are in a unique position to make a positive and lasting change in the lives of troubled children and their families as they have the potential of playing a pivotal role in protecting the future of a child. Because of this, the Children’s Mental Health LAC is co-sponsoring a session in conjunction with the Fergus Falls Early Childhood Initiative and the Fergus Falls Police Department to sponsor the session titled: “Helping Children Cope with Traumatic Situations: What First Responders Can Do.” See the attached flyer for more information.

ACTION REQUESTED: For each partner to share the flyer with those in their community that may benefit from attending. ***Specifically, I am requesting help with getting this information to local police departments, fire departments, ambulance services and other first responders since I do not have email addresses for those individuals.***

Service Coordination/Community Interagency Transition Committee (CTIC)

In order to assess current family satisfaction and awareness about coordinated service delivery, the group will be launching a *Survey Monkey* to be sent to families of children with disabilities. The group hopes to collect an honest sampling of at least 100 responses by asking the special ed coordinators and teachers in each school district to distribute the survey link via email and paper copy. The group is targeting only the families of school-age kids for purposes of this survey since the IEIC would be responsible for overseeing service coordination for the younger children. The group will use this information as baseline data for future planning on how to improve outreach, education and coordinated service delivery to families.

Chemical Health Work Group

The group will be conducting a month-long campaign during the month of April to address chemical use by youth. The three-prong effort tentatively includes:

- ***Professional education*** – training for professionals including doctors, pharmacists and other health care workers. One session will be presented in Perham and Fergus Falls.
- ***Community education*** – one session is being planned in the auditorium at Perham on April 22. Parents, school staff and other interested community representatives will be invited and encouraged to attend.
- ***Student awareness*** – prescription drug use and underage drinking will be a focus via posters, postcards and other mass media efforts. **ACTION REQUESTED:** ***Would school partners be able to help support this effort by mailing out postcards to seniors in May?***

Safe Communities Coalition

This group will be hosting a luncheon and community planning session on ***February 10th from 11:30 – 1:30 at the Lake Region Hospital in Fergus Falls.*** The purpose for this meeting will be to identify goals and initiatives for the next fiscal year. Since this is a grant funded project, a new application for funding will be due in May. Sadly, because Otter Tail County is once again on the “Deadly 13” list, it is likely that we will be favorably considered for funding based on the issues the group will address through their work together. Again, it is important that we have good input and direction from all our partners as we conduct this important planning meeting.

Opportunities for Collaboration

- An opportunity has come up to apply for dollars for a food bank program and United Way is willing/able to apply on behalf of the Collaborative. The Perham School District participates in a “back pack” program where students can get healthy food to take home on the weekends. They also participate in a program to get kids more active.
ACTION ITEM: How can the Collaborative can play a part in getting these kinds of programs set up around the county, and should we support United Way in pursuing this grant opportunity through ConAgra Foods?
- Someplace Safe if offering free community presentations on violence prevention and awareness. For more information contact Diane Kittelson at 218-739-3359.
- The Children’s Mental Health Local Advisory Council is interested in hosting Brown Bag Lunch sessions throughout the year to raise awareness for children’s mental health. If your agency is interesting in working with the LAC to host a session, please contact Jane Patrick at 218-736-3458 or by email at patrick@prtel.com
- The Chemical Health Work Group is developing and planning community presentations and other awareness activities surrounding the topic of prescription drug abuse. If your organization is interested in working on this initiative and/or hosting a community presentation about this topic, please contact Jane Patrick at 218-736-3458 or by email at patrick@prtel.com
- Full Service Schools - contact Deb Wanek at 218-863-5910
- Children’s Services funding is available for children with medical necessities. For more information contact Public Health or Shannon Erickson at 218-998-0935
- State Health Improvement Plan (SHIP) - contact Diane Thorson at 218-998-8320
- H1N1 Updates - contact Diane Thorson at 218-998-8320
- See other opportunities on the web at: <http://otfsc.org/>