

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

**Collaborative Coordinator's Report**  
**Prepared by Jane Patrick, Collaborative Coordinator**  
**January 31, 2011**

**Partnership Matters**

The remainder of the FY11 Collaborative meetings involving the CEO Group are set for:

- March 7** (work group budget and work plans finalized)
- April 18** (administrative budget and work plan finalized)
- May 23** (tentative date pending budget finalization)
- June 7** Annual Meeting (6-8 p.m. in Pelican Rapids)

***Please be sure these have been added to your 2011 calendar!***

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**Planning and Evaluating the Future of the Collaborative**

You likely recall that at the last few CEO Group meetings, we have discussed future planning for the Collaborative, both for its programs and its systems work groups. For the past two months, each of the work groups has met and completed a future planning outline prepared for them by the Executive Committee in order to answer some "key" questions about how each group's activities align with the four main goals of the Collaborative.

Today we are reviewing a draft of the scoring tool developed by the Planning and Evaluation Work Group in order to try and help establish some sort of standardized scoring process for these outlines. The Executive Committee will be finalizing the tool following today's meeting. However, the Planning and Evaluation Group would welcome your input into their initial ideas for scoring, so those thoughts can also be passed along to the Executive Council.

The next step of the evaluation process will involve "scoring" each work group's future planning document. Toward this end, I am requesting input from the CEO Group as to how you see this scoring process being handled. There are a few options pertaining to scoring which have been discussed, including:

- 1) Asking the Planning and Evaluation Work Group to complete a preliminary scoring session, thoroughly examining each document and then making a recommendation to the entire CEO Group at the March meeting on their findings; and/or
- 2) Providing each work group's future planning document electronically to the entire CEO Group, along with the scoring tool, and asking each partner to score the worksheets individually, and then tallying all the scores at the March CEO meeting; and/or
- 3) Recommending to the Executive Committee to bypass input by the CEO Group on this task and request that P & E provide a recommendation to them on behalf of the CEO Group; and/or
- 4) Asking that the Executive Committee act solely in making the necessary decisions pertaining to future prioritization for the existing programs and work groups.

**ACTION REQUESTED: I am requesting that the CEO Group give this process due consideration as it has the potential for significant restructuring of the Collaborative as it now exists. Other ideas for how this process can be administered both effectively and fairly would also be welcome.**

On a final note, you may also recall from our last meeting that P & E was attempting to track down the baseline data used in the 2002 Biennial Planning Process in order to compare recent data and determine if we have made progress toward our goals. I am happy to report that after much searching, a hard copy of the data has been located and we can now move forward with measuring long term outcomes☺

## **Local Collaborative Time Study (LCTS) Updates**

As of October 1, 2010, the State moved to an electronic, web-based system for LCTS Random Moment reporting allowing participants from corrections, public health and the schools to receive their random moments by email directly from the Department of Human Services. This new process eliminates the need for on-site recorders and significantly reduces the amount of administrative work for partners and the State.

Along with the new process also comes good news in that because it is now a “true random sampling” it requires fewer responses in order to be statistically valid. This in turn also cuts down on the amount of work required by time study participants in responding to random moments. The down side to this new process is that we have to fend off the “out of sight, out of mind” mentality and ensure that participants still take their responsibilities seriously in responding timely and accurately to random moment notices, even though they will likely experience far fewer of them.

Thus far in the new process, there have been very few issues. Likewise, I have been impressed with the number of concerning phone calls and emails I have received from conscientious participants wondering, “What happened to all those random moments? Am I doing something wrong?!!” It is a good sign that participants do take their jobs seriously and recognize the value of their participation in the time study.

We anticipate hearing the results of the 4<sup>th</sup> quarter LCTS revenue shortly. With less work, we naturally worry that it will also mean less revenue. We have been assured by the State this will not be the case, however, we wait in hopeful anticipation of news of our revenue to calm any unnecessary fears.

## **Grant Program Updates**

### **Minnesota Health Care Program Outreach Grant**

Public Health reported last week that we are way behind projections for outreach efforts under this grant. A corrective action plan has been put in place by the State with the understanding that if we are not able to come into compliance with the grant requirements by March 31, 2011, they will be rescinding the grant allocation.

In order to assist with getting this program back on track, there are several components to consider:

1. Are the right staff in charge of the program at each site (schools are currently reviewing this)?
2. Is there a standard reporting format already in place for agencies that would provide an express avenue for identifying families that may not have insurance?
3. **How can partners outside the schools make referrals to the school for families that need help with obtaining health insurance coverage?**

## **Chemical Health Grant & Program Updates**

Partners have started programs and activities as outlined in various proposals prepared in November and approved by the Chemical Health Work Group to help them achieve their goals for addressing underage chemical use in the county.

One project which was approved by the group was a proposal to allocate funding for a Licensed Drug and Alcohol Addiction Counselor (LADC) to provide services in the form of small group or individual support services in the schools for students with chemical dependency and abuse issues. Members of the group will be requesting time with superintendents and other school staff involved with students who experience addiction issues to see what the needs are and how these dollars can be used to help address them.

## **Opportunities for Collaboration Updates**

### **Feed the Hunger Backpack Program**

Work on individual community Feed the Hunger Backpack Programs has expanded and has nearly reached completion since the time of the last meeting. At the present time, **Perham** – our lead and model organization – and has been up and fully running since the start of the 2009 school year. **New York Mills** followed Perham’s lead and has been up and fully running since the start of this school year. **Battle Lake** started this past October, with **Fergus Falls, Henning, Parkers Prairie** and **Pelican Rapids** starting in

November. **Underwood** will be starting on February 4, and **Ashby** should not be far behind, which will put this project far ahead of schedule for implementation dates. At the present time, a total of **182 Otter Tail County students** are receiving supplemental food in their backpacks to eat at home on the weekends and extended school breaks!!!

The Friends of Friends Fighting Hunger annual event was held last weekend on January 29<sup>th</sup> and we should learn shortly if they have reached their fundraising goal of \$75,000. You may recall that Friends of Friends committed at least \$10,000 to this project to be used throughout the county as needed to fund Backpack programs.

In November, we also received notification from the Lutheran Community Foundation that the Collaborative was awarded a grant in the amount of \$2,000. In October, we discussed the possibility that if received, this funding could potentially be designated to the county-wide Backpack Program efforts. **ACTION REQUESTED: Would the CEO Group like to make a request to the Executive Council to adjust the FY11 budget and designate these additional funds to the Backpack Program?**

In an additional effort to end hunger in Otter Tail County, the United Way Board of Directors has approved four mobile food drops in 2011 for Otter Tail County residents. They are hoping to also keep the human service program information piece in place, and are tentatively scheduling one in March, June, September and December. Locations for the food drops will be Perham, Battle Lake, Fergus Falls and Pelican Rapids.

### **School-based Dental Sealant Program RFP**

An opportunity has recently arisen for funding to support the development of a school-based dental sealant program. I circulated information to the schools asking for feedback about the potential for pursuing these funds. At the present time three of the districts have responded indicating potential interest. Erika Yoney, school nurse with the Fergus Falls Schools, has agreed to attend an RFP webinar on February 7<sup>th</sup> to learn more about this opportunity. If additional school districts are interest in participating, they should contact Jane as soon as possible.

### **Children's Mental Health Local Advisory Council (LAC)**

The LAC continues to extend their offer to provide presentations related to children's mental health throughout the county. In January three sessions were hosted at the Fergus Falls School for teachers and staff pertaining to bullying. Other topic ideas are also welcome. If your organization has a need for opportunities to learn more about specific topics of children's mental health, please contact Jane Patrick at 218-736-3458 or by email at [patrick@prtcl.com](mailto:patrick@prtcl.com)

### **Service Coordination/CTIC**

The group will be hosting a second "**Transition Tool Box**" event on **Tuesday, February 22 from 6 – 8 p.m. at the New York Mills School**. This session is FREE and open to the public for anyone that is interested in learning more about transitioning from high school to adult living for individuals with special needs. The group would like to host one additional session this year. If your community or school is interested in hosting this event, please contact Jane Patrick at 218-736-3458 or by email at [patrick@prtcl.com](mailto:patrick@prtcl.com)

### **Safe Communities Coalition**

This group continues to focus efforts on safe driving initiatives to reduce traffic crashes and fatalities. In January, Jane met with the Underwood School Interact Club to learn more about how we might partner together to promote traffic safety efforts for teens. According to the Minnesota Student Survey, we know that **only about 50-60% of teens are ALWAYS buckling up!** Again, any partners who are interested in developing or conducting activities – big or small - to address traffic safety are encouraged to contact Jane.

# Project Work Group Updates

## School-based Mental Health Service Summary

Dates included in this report: January 1 - December 31, 2010 (YTD)

A. School	B. Number of students completing an initial CASII assessment	C. Number of students assessed w/CASII at end of service	D. Students closed from service w/improved functioning = less symptoms (D+E+F=C)	E. Students closed from service w/maintained functioning = no change in symptoms (D+E+F=C)	F. Students closed from service w/decreased functioning = more symptoms (D+E+F=C)	G. Unduplicated number of students receiving SBMH services w/ED or SED diagnosis (start new as of January 1)	H. *Number of diagnostic assessments completed for students at the school site.	I. Unduplicated number of students with whom SBMH worker had at least one interview with at the school site who did NOT have an ED/SED	J. Unduplicated number of all students served at the school site (start new as of January 1) (G+I)
Battle Lake School									
Fergus Falls - Elementary	0	4	4	4	1	0	43	0	304
Fergus Falls - Secondary	5	4	4	4	0	0	86	35	102
Perham High School	24	9	6	3	0	0	40	28	36
Perham Middle School	12	2	0	2	0	0	13	11	100
Pelican Rapids Elementary	12	19	12	7	0	0	28	18	24
Pelican Rapids High School	12	12	5	4	3	3	21	13	10
Parkers Prairie Elementary	0	3	2	2	0	0	4	0	9
Parkers Prairie Secondary	5	5	7	9	1	1	17	7	32
New York Mills Elementary	6	2	2	0	0	0	22	11	86
New York Mills High School	2	2	1	1	0	0	14	8	15
Underwood School									
<b>County-wide Totals</b>	<b>78</b>	<b>62</b>	<b>43</b>	<b>29</b>	<b>4</b>	<b>288</b>	<b>131</b>	<b>718</b>	<b>1006</b>

\*H. Count only students that have an assessment at the school building. Do not count students that choose to have the assessment completed at the mental health agency.

## Early Childhood Work Group

### Child Care Provider Visits –

From July 1-Dec 31, 2010, ten newly licensed child care providers were enrolled in the Caring Connections Child Care Provider Home Visiting Program. They received 52 visits and have a total of 23 families with 43 children enrolled.

**Parent Support Outreach** – 20 families with 53 children were served in 2010 by eight different home visitors throughout the county. A total of \$27,900 in funding was received by the Collaborative for this program including a grant from DHS for \$24,000 and nearly \$4,000 in funding contributed by Human Services. Grant funding from DHS will remain at \$24,000 for the calendar year of 2011.

### Universal Home Visit Program Statistics for FY11:

FY11 (7/1/10 to 12/31/10)	# OF BIRTHS (YTD)	# OF FIRST TIME FAMILIES ELIGIBLE FOR VISITS (YTD)	# OF PH PP VISITS (YTD)	# OF 1 Month VISITS (YTD)	# OF 5 MONTH VISITS (YTD)	# OF 12 MONTH VISITS (YTD)	Total Visits Completed (YTD)
	266	84 (32%)	83	52	42	36	297

### Universal Home Visit Program Statistics for CY10:

CY10 (1/1/10 to 12/31/10)	TOTAL # OF BIRTHS	# OF FIRST TIME FAMILIES ELIGIBLE FOR VISITS	TOTAL # OF PH PP VISITS	TOTAL # OF 1 Month VISITS	TOTAL # OF 5 MONTH VISITS	TOTAL # OF 12 MONTH VISITS	Total Visits Completed 2010
	555	176 (32%)	142	93	86	63	384

## Truancy Prevention Work Group

### Otter Tail County Connects for Youth Summary of Activity as of: January 21, 2011

School	# of students whose parent(s) received letters from Co. Atty.	# of courthouse meetings held for student & family	# of parents attending meetings w/their child	# of repeat referrals
Battle Lake	3	0	0	0
Fergus Falls Elem	2	0	0	2
Fergus Falls MS	0	0	0	0
Fergus Falls HS	11	9	8	7
Fergus Falls ALC	2	2	2	1
Henning	0	0	0	0
New York Mills HS	1	0	0	0
Parkers Prairie HS	0	0	0	0
Pelican Rapids Ele	0	0	0	0
Pelican Rapids HS	11	2	2	1
Perham/Dent Elem	2	0	0	2
Perham MS	0	0	0	0
Perham HS	2	1	1	0
Perham ALC	0	0	0	0
Underwood	2	2	3	2
Outside Districts	7	4	4	0
<b>Totals</b>	<b>43</b>	<b>20</b>	<b>20</b>	<b>15</b>
			% of repeat referrals	35%

