



Sustainability Workgroup Meeting

Date: June 17, 2009
Time: 5:45pm
Place: St. Cloud CMMHC
Minute Taker: Jennifer Swendsen

Attendees: Wendy Schoen, Chris Woessner, David Baraga, Jennifer Swendsen, Mary Jo Verschay, MaryJo Cobb, Michelle Ulfers, Sara Dahlquist, Walter Bardell, Caitlin Johnson, Chelsea Beste, Kryssy Feiler, Katie Klis, Mary Klis
Via conference caller: Sue Schmeg, Tara Freed

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| Agenda Topic: | May Minutes | Presenter: | Time Slotted: |
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Discussion: Approved

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| Agenda Topic: | Survey Results | Presenter: Chris/MJC | Time Slotted: |
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Discussion: **Do we need more data?** Yes we need more data, 139 responses came from survey monkey, and the data needs to be "cleaned up". Mary Jo Cobb will be reporting to Governance Board and asking them to ok the translation of the survey into Spanish and Somalian. With a cost of \$1600 to translate by 6.24.2009. There was further discussion regarding the survey being just one of many areas in collecting data. Discussion about the importance of hearing parent and youth voices. Will ask Evaluation to extract the demographics of who completed the original 139 survey responses. MJC asked that we spend money to send out hard copies of the survey to SOC families receiving case management and provide hard copies to the 4 CMMHC sites. It was suggested that the survey be shortened in hopes of a larger response. Chris will approach evaluation committee to put together shorter survey. Motion by David Baraga and 2nd by Wendy Schoen that STARS help finance costs associated with making hard copies of the survey available to the counties and agencies.

Conclusion/Recommendations:

Does this recommendation need further action at the Administrative Grant meeting? Y / N *(if Y - email agenda item to Chris – cschmid@cmmhc.com)*

| Action Item(s): | Person Responsible: | Deadline: |
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| ♦ Chris will approach Evaluation Committee to get help developing a shorter survey | Chris Woessner | ♦ |
| ♦ | ♦ | ♦ |
| ♦ | ♦ | ♦ |

Agenda Topic: Other ways to get information/What are the next steps?

Presenter:

Time Slotted:

Discussion: Family involvement groups that start this fall. Family Connections night, Parent Advisory Committee. Collecting the data is an overall work in progress.

Chris brought up some things that people may want to sustain that weren't in the survey but can't be forgotten.

Conclusion/Recommendations:

Does this recommendation need further action at the Administrative Grant meeting? Y / N *(if Y - email agenda item to Chris – cschmid@cmmhc.com)*

Action Item(s):

Person Responsible:

Deadline:

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Agenda Topic: Strategic Plan

Presenter: Chris Woessner

Time Slotted:

Discussion: During the site visit last fall it was recommended that we hire an outside consultant to help develop 4 year strategic plan. Mary Jo Verschay expressed concern about bringing on a consultant who is NOT aware of our "Minnesota/4 county SOC". It was suggested that we hire a facilitator to put the pieces together. Discussion on getting a facilitator that knows our SOC and suggesting how to develop "our" plan

Conclusion/Recommendations: Chris and Tara will be putting together the 6 pieces from the spring Governance Board Retreat to send to Liz Sweet as an update of where we are at. If more help is needed to develop the strategic plan, a facilitator will be considered.

Does this recommendation need further action at the Administrative Grant meeting? Y / N *(if Y - email agenda item to Chris – cschmid@cmmhc.com)*

Action Item(s):

Person Responsible:

Deadline:

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Agenda Topic: Survey

Presenter:

Time Slotted:

Discussion: Youth brought up that the survey was too long. She suggested simplifying it. She felt youth would prefer a shorter simple survey. Mary Jo Verschay suggested simplifying it for ALL. And that if simplified we may get a larger response. Evaluation will be approached to help simplify the survey and to test it on a few parents and youth.

NEXT MEETING Date: ___Aug 12, 2009___ Time: _5:45pm_ Place: __Monticello- CMMHC_____