



407 Washington St. Monticello, MN 55362  
(763) 271-5322 (877) 333-0083  
stars@cmmhc.com

Governance Board  
CMMHC, St. Cloud  
Thursday, September 17, 2009 – 4:00pm

## STARS Regional System of Care Board Minutes

**Members present:** Greg Boelter, Brenda Mahoney, David Nusbaum, Gene Garman, , Julie Carpenter, Marcia Schlattman, , MaryJo Cobb, Pearl Lieb, Rosemary Cyr, Sandi Shoberg, Joan Collins-Marotte, Walter Bardell, Mayuli Bales, Julie Martindale, Ismail Ali,  
**Members absent:** Ethan Turck, Glenace Edwall, LaRone Greer, Elisabeth Rogers, Hanna Kaufman, Sharon Backstrom  
Kim Emanuel, Kris Kuper, Mary Jo Verschay

**Non-Voting Members present:** Sara Dahlquist, Michelle Ulfers, and Christine Schmid, Jennifer Swendsen

**Non-Voting Members absent:** David Baraga

**Visitors:** Tara Freed, Larry Sundberg, Terry Peterson, Diane Rohloff, Sandie Murray, Susan Pauly, Trisha Graves-Petron, Margaret Myavski (parent) and Steven Carter (youth)

### 1. Call to order

- a. Mission Statement read by Greg Boelter

### 2. Approval of June minutes–

**Motion by:** David Nusbaum

**Seconded by:** Greg Boelter

**Motion:** Carried

### 3. Approval of Agenda –

**Motion by:** Julie Carpenter

**Seconded by:** Joan Collins-Marotte

**Motion:** Carried

### 4. Committee Reports

#### a.) Sustainability Committee Update-

Mary Jo Cobb reported they have met a few times, and are meeting again on 9/29/2009 at 3:00 pm to go over the Survey results and are having a conference call on October 2<sup>nd</sup> with Bruce Strahl the Technical Assistance person on Sustainability.

#### b.) Fiscal

Gene reported that Fiscal Committee met on September 1<sup>st</sup> and reviewed the proposed year 6 budget. He said they will be meeting again on September 21 to discuss year 5 budget, contracts, commitments and carry forward. An amended budget is due December 2009. He also reported that the committee decided that September was the LAST month for board stipends. Parent and Youth representatives will continue to receive stipends. There were not fiscal reports available because it is year end and there will be a better update for the October meeting. Walter asked about fiscal meeting taking place at 9:00. Said wasn't a good time for him to attend, but he could be available by conference call.

#### c.) Evaluation Team Presentation

Terry, Larry, Susan, Sandie, Diane and Trisha the STARS Evaluation Team gave an amazing presentation that again summarized what the National Evaluation is, what it means to STARS and what (as far as data) is in it for us. They shared examples of data we have to support different subjects like school attendance, wraparound teams, ect. The presentation was very informative and generated questions. A parent present gave testimony to the power of the caregiver report (IFR) provided to families from the evaluation unit. She shared that she was able to share the report with her child's therapist and they were better able to target his areas of need and has been able to reduce his visits to once a month.

### 5. Old Business (4:45- 5:10)

a.) Somali Care Coordination report (tabled until October)

b.) Transition RFP

Rosemary presented the results of the RFP for Transition age services. She said that there were 2 proposals that were very close in review points. Rosemary suggested that since we hadn't had a lot of opportunity to get things going for our transition age youth that she would recommend that we fund both programs at \$15,000 per project. Rise would be awarded funds to work in Benton/Stearns and Career Center would be awarded funds to work in Sherburne/Wright. It was asked where the funds were coming from and Sara informed the board that her budget had additional funds in the areas of program supplies and consultants fees etc that would fund this. Gene commented that he thought it was fantastic. It will be encouraged that Rise and Career Center not compete but partner and what one group learns they share with another to develop a partnership between the two programs so youth can be served. Both proposals selected had evaluation and sustainability plans.  
**Motion to Approve both RFPs: Gene Garman Second: Julie Carpenter Motion: Carried**

c.) Discussion about fiscal decision making process

Handouts were included in packet as well as email about when things come to the board for approval. The colored one was the process that was approved in May. Question came up about when to issue and RFP or when not to issue and RFP.

Included in the packet was a 2<sup>nd</sup> copy of the decision making process that was labeled draft and from the 5<sup>th</sup> box on the left following the process down to fiscal impact could help us see what needs to happen. Joan asked about dollar amount, work plan, Fed Funds legality etc. Chris said up to \$500 Chris can approve, over \$500 Chris and David need to approve. If we are already using a vendor or the vendor is specifically identified in the work plan there is no need for a new RFP but if it's a global idea and you don't know exactly what you need or are looking for you should send out and RFP to get ideas. This is likely not to be as big of an issue in year 5 because we will not have as much disposable money. The Board took no action on the "Draft addition," keeping the current process in place. Joan complemented the transition committee for completing the fast track RFP in such a quick fashion.

It was recommended that for future RFP's that are going to board to have a summary or something in writing to distribute to the board a week before with their agenda's etc. to be reviewed.

## **6. New Business (5:10 – 5:25)**

### **7. Membership:**

Youth Board member was nominated by the YAB to serve on Governance Board to Replace Ethan Turck who is resigning due to conflicts with school schedules etc. YAB nominated Garrett McComb who has been very involved in the youth board and has presented on behalf of STARS at several conferences and has an amazing youth voice.

**Motion to elect Garrett to board: Motion: Rosemary Cyr Seconded: David Nusbaum Motion: Carried**

**8. Motion to Adjourn (5:30) Motion: Julie Carpenter Seconded: David Nusbaum Motion: Carried**

**Next Meeting: October 15, 2009 – 4:00pm-5:30pm Monticello CMMHC/Blue Room**