



# First Steps Central MN Joint Powers Board Meeting Agenda

February 2, 2023 9a-10a Sherburne County Government Center, Willow Room & held via Zoom:  
<https://zoom.us/j/93741471309?pwd=VHVyQUxXRTBKK05UMjJxVG5HVGEvQT09>



**Attendees:** Commissioner Tarryl Clark, Commissioner Beth Schlangen, Commissioner Jeanne Holland, Commissioner Gary Gray, Nicole Ruhoff, Leah Krotzer, Kelly Ball, Katie Bremseth, Janet Goligowski, Sarah Grosshuesch

AGENDA ITEM	MINUTES / MOTIONS
<p><b>1. Call to Order</b></p> <ul style="list-style-type: none"> <li>a. Chair / Vice-Chair Appointments</li> <li>b. Approval of Minutes</li> <li>c. Approval of Agenda</li> <li>d. Onboarding New Members / JPB Bylaws</li> <li>e. Review and Approval of 2023 Meeting Dates (Virtual) <ul style="list-style-type: none"> <li>1. Thursday, May 4, 2023 at 9-10am</li> <li>2. Thursday, August 3, 2023 at 9-10am</li> <li>3. Thursday, November 2, 2023 at 9-10am</li> </ul> </li> </ul>	<p>1. Introductions of all attendees. Meeting called to order at 9:09 am.</p> <ul style="list-style-type: none"> <li>a) Chair/Vice-Chair Appointments <ul style="list-style-type: none"> <li>i. Commissioner Clark nominated by Commissioner Schlangen for Chair. All approved.</li> <li>ii. Commissioner Schlangen nominated for Vice-Chair by roll call. All approved.</li> </ul> </li> <li>b) Approval of Minutes. Commissioner Schlangen made motion to approve. Commissioner Clark second. Motion carried.</li> <li>c) Approval of Agenda. Commissioner Schlangen made motion to approve. Commissioner Holland second. Motion carried.</li> <li>d) Onboarding New Members / JPB Bylaws. JPB Bylaws and JP Agreement included with Board packet prior to meeting. 1:1 onboarding available from Directors and First Steps Managers if any Commissioner requests. Sherburne is fiscal host for Program Manager and Data &amp; Analytics Manager’s regional work. Wright County Attorney’s Office drafting contract agreement for invoicing of Program Manager position, is coordinating with Benton, Stearns, Sherburne County Attorney’s Offices, will tentatively be complete within the next week. County Attorney’s Offices may have also revisited the Joint Powers Agreement during this process, however not required for contract agreement. Sarah will clarify prior to next meeting.</li> <li>e) 2023 Meeting Dates approved. Request to move meetings 15-30 minutes earlier to accommodate Commissioner schedules. Will remain virtual visits, with in-person option available at Sherburne County Government Center for those interested.</li> </ul>

## 2. Family Home Visiting Updates

- Program Updates (Kelly and Leah)
- Budget Review (Katie, Sherburne fiscal host)

Program Overview presentation given by Program Manager and Data & Analytics Manager. Slides included prior to meeting in Board Packet:

- EBHV expansion grant 2019-2022: development of collaboration
- What is home visiting, impact and outcomes
- First Steps collaborative structure
- EBHV expansion grant 2019-2022: Review of workplan objectives and accomplishments:
  - Community Partner & Referral Network
    - Centralized Intake: over 2,100 referrals since implementing in January 2020; 82 referral sources (75% referrals from top 6 community partners)
    - CQI: Initial Engagement – supporting home visiting staff engaging new referrals into the program
    - Best Practice Guide – developed from the CQI project to support client engagement, community partner engagement and outreach, and standardization of practice across region
  - Recruiting Families, Target Caseload, Sustainability
    - Branding/Outreach – increasing access for community partners and families through outreach materials, website, centralized intake form, quarterly community partner newsletters, monthly family newsletters, developed promotional videos (English and Somali), and marketing through billboards
    - Meeting target caseloads – 88% MECOSH caseload growth from implementation (July 2021) and 20% growth overall FHV
      - Serving across county lines – continuity of care continues for 16 families that have moved within our region and able to continue with their original county's Home Visitor
    - CQI: Family Feedback Survey – engaging our families receiving services input and feedback for quality improvement; incredibly positive feedback about our programming and Home Visitors

	<ul style="list-style-type: none"> <li>• On average, respondents reported improving in 4.3 areas of their lives including understanding child development and parenting, more patience with child’s behavior, ability to read child’s cues, and improved ability to solve problems</li> <li>○ Model Fidelity &amp; Staff Supports – consolidated our evidenced-based home visiting model across the region to MECSH (from Nurse Family Partnership and Healthy Families America); standardizing home visiting across our collaborative, facilitating shared learning (Community of Practices for professional development and resource sharing), interoperability amongst our electronic health record systems, and supporting staff through contracted Infant Mental Health Specialist reflective supervision</li> <li>○ Reporting – fulfilled all requirements of MDH and exceeded expectations in sharing our successes and growth in biannual narratives; utilizing data to inform and drive decision-making</li> </ul> <p>Followed by EBHV expansion grant end budget summary by Katie Bremseth. Review of Quarter 1 of 2023-2027 Strong Foundations grant to be done at next meeting.</p>
<p><b>3. Adjourn</b></p>	<p>Adjourned at 9:56 am.</p>