

# Community Resource Center Advisory Council Meeting Minutes

Meeting Date: February 20, 2024

**Attendance:**

**Members**

- |  |  |  |  |
|--|--|--|--|
| <input checked="" type="checkbox"/> Amy Arnt-Buzzard | <input checked="" type="checkbox"/> Jayne Gibson   | <input checked="" type="checkbox"/> Jessica Jungroth   | <input checked="" type="checkbox"/> Zerina Said      |
| <input type="checkbox"/> Suzanne Arntson             | <input checked="" type="checkbox"/> Marlana Hanson | <input checked="" type="checkbox"/> Jessica Little     | <input checked="" type="checkbox"/> Wahbon Spears    |
| <input checked="" type="checkbox"/> Kanisha Bliss    | <input checked="" type="checkbox"/> Lee Her        | <input checked="" type="checkbox"/> Julie Neitzel Carr | <input checked="" type="checkbox"/> Molly Scroeder   |
| <input checked="" type="checkbox"/> Jennifer Compeau | <input checked="" type="checkbox"/> Jeff Horton    | <input checked="" type="checkbox"/> Felicia Orozco     | <input checked="" type="checkbox"/> Catherine Wright |

**Staff**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Daisy Copeland   | <input checked="" type="checkbox"/> Sherri Killins |
| <input checked="" type="checkbox"/> Lydia Pfluger    | Stewart  |
| <input checked="" type="checkbox"/> Heather Reynolds | <input checked="" type="checkbox"/> Allissa Waukau |
|  | <input checked="" type="checkbox"/> Megan Waltz    |

**Guests**

- Jackie Blagsvedt  
Teya Dahle  
Brenda Mahoney  
Colleen O’Keefe

Marcel Urma

**Location:** Webex link

**Purpose of the council:**

To advise the commissioner of the Department of Human Services on the development, implementation, evaluation and ongoing governance of Community Resource Centers in Minnesota.

**Duties of the council:**

Duties include, but are not limited to, advising the commissioner on:

- The development and funding of a network of community resource centers
- The development of requests for proposals and grant award processes
- The development of program outcomes and accountability measures, and
- Ongoing governance and necessary support in the implementation of community resource centers.

**Meeting objectives**

1. Review and orient the council to its purpose, goals and objectives responsibilities, deliverables, and the timeline to ensure co design, implementation and monitoring, as per the legislation.
2. Build relationships amongst the council members to increase communication and support the sharing of individual values, experiences and interest to benefit the collective interest.
3. Reflect on key learnings and data from relationship-based services, programs and initiatives which seek to connect families to state, local and regional resources.
4. Discuss the characteristics and essential resources for coordination, planning and partnerships for collaboration that is responsive and contributes to families getting what they need for wellbeing of children, families, and communities.
5. Recommend potential measures of success for **culturally responsive, relationship-based service navigation** through programs, services or initiatives intended to benefit children, families, and communities.

## Agenda with added Minutes

### 1. Welcome, Introductions, and Agreements

- A. Question: Who do you represent today? (mentimeter response)
- B. Review of Engagement HQ (EHQ)– a web-based information sharing platform.
- C. Action: Council members will find documents, resources, and messages posted. Members should ensure ability to log in and access EHQ.



### 2. Council Overview

- A. Review: Community Resource Center Advisory Council Charter
- B. Question (Mentimeter): I feel I can contribute within the structure provided by the charter
  - On a sliding scale (0-5), the member average answer is 4.8
- C. Question (Mentimeter): I feel like the scope of work is clear
  - On a sliding scale (0-5), the member average answer is 4.5
- D. Action: DHS staff will issue the charter as presented and post on EHQ

### 3. What We Know: Contextual Factors

- Review: engagement, timeline, legislation, funding, CRC purpose, One Minnesota Plan, Whole Family Systems Framework, Protective Factors Framework, Lessons learned from similar programs
- Question (IdeaBoard): What are some other areas of background/context the group would find useful?
  - Training needs for navigators
  - Information on recruitment efforts for families and parents

### 4. Beginning the Work: Critical Questions – Four questions were asked of members. Their answers were captured via self-report using Mentimeter and group discussion. Responses were then themed.

- A. *Considering the legislation's intent to center specific populations, what else should be considered the selection and location of programs, services and initiatives to provide culturally responsive relationship-based service navigation.*

#### Themed responses:

- Geographic considerations
- Targeted support for specific populations
- Cultural responsiveness and representation
- Engagement and community involvement
- Interdisciplinary collaboration

- B. *What are the characteristics of successful partnerships that are willing to collaborate in response to the expressed needs of families and communities?*

#### Themed responses:

- Coordination and communication
- Unity of purpose and vision
- Resource sharing and collaboration

- C. Thinking beyond navigation, what are some services, supports, or infrastructure that must be available within the organization or through partners?

Themed responses:

- Staff training and support
  - Financial resources and stability
  - Access and transportation
  - Cultural sensitivity and appropriate services
  - Community and family support
- D. *What are some characteristics of a successful organization and network of Community Resource Centers?*

Themed responses:

- Collaboration and community engagement
- Data-driven approach
- Community representation and leadership
- Organizational culture and values
- Flexibility and adaptability
- Language and cultural accessibility

**5. Next Steps**

- Action: DHS staff incorporates the information into the Request for Proposals (RFP)
- Action: DHS staff send out a poll regarding meeting scheduling
- Action: DHS staff recruit evaluation partners to speak at next meeting