

## Community Resource Center Advisory Council Meeting Minutes

Meeting Date: September 22, 2025

### Attendance:

#### Members

- |                                                      |                                                    |                                                      |                                                      |
|------------------------------------------------------|----------------------------------------------------|------------------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> Amy Arnt-Buzzard            | <input 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 type="checkbox"/> Jessica Little              | <input type="checkbox"/> Wahbon Spears               |
| <input checked="" type="checkbox"/> Kanisha Bliss    | <input checked="" type="checkbox"/> Lee Her        | <input type="checkbox"/> Julie Neitzel Carr          | <input checked="" type="checkbox"/> Molly Scroeder   |
| <input checked="" type="checkbox"/> Jennifer Compeau | <input checked="" type="checkbox"/> Jeff Horton    | <input type="checkbox"/> Felicia Orozco              | <input checked="" type="checkbox"/> Catherine Wright |

#### Staff

- Hafsa Abdi
- Heather Reynolds
- Sherri Killins Stewert
- Megan Waltz

#### Guests

- Siham Amedy- Clay County

**Location:** Webex link

#### Purpose of the council:

To advise the commissioner of the Department of Children, Youth, and Families 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: What is a favorite game that you remember playing as a child, or one that you play with your children now?
- B. Review of meeting objectives, meeting agenda, meeting agreements.

### 2. Welcome

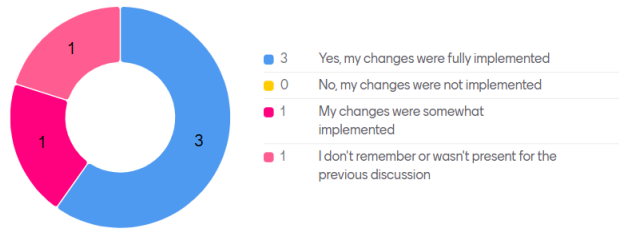
- A. Review: Community Resource Center Advisory Council Charter, go over agenda for this meeting.

### 3. Grantee Spotlight- Clay County Family Resource Center: Siham Amedy

- A. Background
  - Clay County FRC have established a family advisory board (FAB)
    - 7–9-person advisory board made of diverse family members throughout Clay County. Applications for new members will be advertised as there are openings.
  - Has a core team which consists of partners around the circle.
  - Clay County Social Services: Lead partner and fiscal host.
  - Partners
    - Clay County Social Services, CAPLP, Clay County Restorative Justice, Rape and Abuse Crisis Center, Moorhead Area Public Schools, Moorhead Adult Basic Education, University of Minnesota Extension, Indigenous Legacy Foundation, Immigrant Development Center, Cultural Diversity Resources, Moorhead Area Public Schools, Moorhead Adult Basic Education, ARC of Minnesota Family Advisory Board, REACH
- B. Challenges
- C. Successes/Lessons Learned
  - Hosted 15 Clay County Child Welfare Staff and 15 diverse community organization in online Family Strengthening Quality Standards Certificate training.
  - Established a more defined Core Team who will collaboratively work to define development plans and identify sustainable funding opportunities to support the FRC
- D. Future Plans and Goals
  - Build towards sustainability and longevity
  - Find permanent home for FRC Coordination
  - Identify and secure ongoing fund past grant terms
  - Expand outreach and navigation to all of Clay County (though partner network established)
  - Utilizing both Core Team and FAB to establish plan for FRC Operations and Continuous Improvement
    - i. Establish partnership agreements
    - ii. Co-develop schedule of activities
    - iii. Co-develop marketing and outreach plans and strategies
    - iv. A developed plan for using engagement and feedback to inform continuous improvement

### 4. Governance

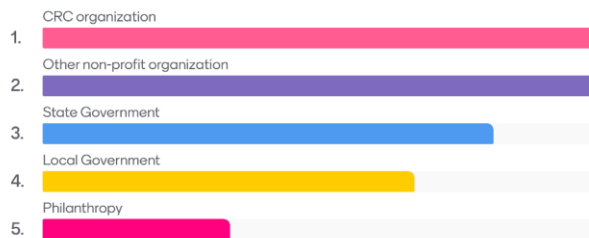
- A. Review old and revised definition of governance
  - Old definition: Refers to the structures, processes, and decision-making system that ensure strategic alignment, accountability, resource coordination, and consistent implementation across a multi-site initiative. In this project, governance enables coordination among the diverse community-based sites- each with varying staff capacities and organizational missions- to collectively support children, youth, and families in navigating a complex array of services and programs.
  - New definition: The structure that organizes networks/organizations, processes, and decision-making systems that keeps everyone working toward shared goals. Effective governance ensures the work is open and fair; consistent and responsive, while upholding state and local priorities, respecting community wisdom, and enabling site-level innovation.
- B. Question: Do you feel as though your feedback was implemented with this new version of the definition?
  - **Menti Response**  
Do you feel as though your feedback was implemented with this new version of the definition?



### 5. Governance Case Study

- A. Discuss the intended purpose of a case study and introduce the two areas/tasks that will be subject to review
  - Capacity Building and Technical Assistance Case Study
- B. Question 1: Using all that you've heard, please rank who should be the decision maker for capacity building and technical assistance.
  - **Menti response:**

Using all you've heard, please rank who should be the decision maker for capacity building and technical assistance.



- Other responses
  - CRCs should be first because they understand the needs of their community; they're best suited to make those decisions. Next, state government because I don't think that a CRC can do it all on their own, they need support whether its support from other orgs in their area whether it's for administrative tasks or other work. Some of this admin work and tracking takes a lot of time, so having someone focus on that would be

helpful. The state could help CRCs with tracking and cater it to how communities can work.

- There's some hesitancy and distrust with government and them handling this much personal information, so that's why I had other/nonprofit, and not government, supporting CRCs.
- I put CRC first then other non-profit because CRC's are partnered with non-profits in their area to provide resources, so it would make sense to have a partner assist with TA.
- Maybe have some entity that has regional support, for example, full-service community schools. [It may not be about creating new structures but examining structures that exist].
- I do think there needs to be some sort of balance. There is a knowledge base statewide that can benefit communities. There needs to be some sort of help to streamline processes, and ensure we're fiscally responsible and following the rules.

C. Topic: Identify which governance tasks the advisory council wants to make recommendations on

D. Question: Please rank the governance tasks in order of importance/relevance to the CRC's

- **Menti response:**



## 6. Sustainability Workgroup

A. Topic: Discuss the formation of a workgroup around sustainability

- Blending and braiding of funds
- Funding workstreams
- Provide an update on survey

B. Question: Which members would want to be a part of this workgroup?

## 7. In-Person Meeting

A. Question: Are members interested in meeting in-person in November?

- Discuss logistics and who would attend

B. Survey to go out regarding logistics and folks' availabilities

## 8. One-word Check Out, Next Steps, Close

A. One-word check outs

- Excited
- Exited
- Optimistic
- Ready
- Sustainability
- Eager
- Confidence

- Grateful
- Appreciative

B. Next steps

- Send out survey on in-person meeting
- Workgroup follow-up and planning

Link to legislative report: <https://www.lrl.mn.gov/docs/2025/mandated/251495.pdf>