

Agenda & Minutes

Family Advisory Board (FAB)

Community Family Resource Connections Project (CFRC)

Meeting Information

- April 17, 2025 | 5-6:30 p.m.
- Format: In-person - Woodbury Service Center
2150 Radio Dr. Woodbury | Lower-level conference room

Family Advisory Board Members

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Timothy Brewington II | <input checked="" type="checkbox"/> Karen Bauman | <input checked="" type="checkbox"/> Sandra Jemie |
| <input checked="" type="checkbox"/> Maryan Ali | <input type="checkbox"/> Ntang Elad | <input checked="" type="checkbox"/> Sandra Wahlquist |
| <input checked="" type="checkbox"/> Germaine Ratsitefaline | <input checked="" type="checkbox"/> Rebecca Thompson | |

Community Family Resource Connections (CFRC) Project Team Representatives

- Megan Roy | CFRC Project Lead
- Gerald Klebsch | CFRC Project Coordinator

Agenda Items

- Introductions

Discussion on resilience as a protective factor and how a CFRC can support and build resilience for parents.
- CFRC project overview and update

Service implementation update—a reoccurring schedule has been established in two Washington County libraries. Both settings and times were set to occur during the same times the county navigators are scheduled at the libraries. This approach will support the co-location model.

- Park Grove Library, Cottage Grove:
 - 1st and 3rd Mondays | 11 a.m.-2 p.m.
 - The first services begin May 5 and will include Washington County Community Services.
 - Open house on May 19 will focus on Mental Health Awareness Month.
 - Mental health providers will be available to offer services and resource information.
 - Activities, food, and concrete supports will also be available.
 - Sandra W. offered to coordinate a well-being activity that supports the concepts of the Five Protective Factors.
- R.H. Stafford Library, Woodbury:
 - 2nd and 4th Tuesdays | 10-1 p.m.
 - Estimated start in June 2025.

Project team informed the group that the previously discussed summer teen events are on-hold pending further conversation with Community Engagement Team. A team of Washington County supervisors and managers within Community Services are meeting next week to discuss how to coordinate outreach efforts to maximize opportunities to support the community and share resources. Further updates to come.

- MN Department of Education grant

The CFRC project team applied for a grant through Minnesota Department of Education that is specific to renovation and construction projects to create a multi-use facility. Family Resource Centers are one of many different types of programs that qualify. The Washington County application focused on renovation of space at the Oakdale Library. The project team should receive notice in June 2025 if grant is awarded.

- Community outreach/event participation

The project team provided a list of upcoming events that CFRC project staff will attend:

- **Mental Health Awareness Event:**
Sponsored by the Community Engagement Team.
 - Richard Walton Park | May 21 | 5-8 p.m.
- **Woodbury Nonprofit Roundtable: *Invitation only event***
(Woodbury Community)
 - May 22
- **Community Wellness Event for East African Community:**
Sponsored by the Community Engagement Team.
 - Pondview Townhomes | May 29 | 4-6 p.m.
- **White Bear Lake Resource Event:**
Sponsored by the WBL School District

- Bald Eagle Lake Park | May 30 | 5:30-7:30 p.m.
- **Mental Health Conversation with Parents:**
Coordinated by Raices Latinas.
 - Teen Suicide Prevention for Latino youth
 - Nuevas Fronteras | June 3 | Tentative time of 6-7:45 p.m.

Discussion on FAB involvement and attendance at events. FAB members are welcome to attend all events, with no expectation to work the events or attend. As a FAB member, it will be important to consider what the consumer experience is and provide feedback to the coordinator on how to ensure the CFRC is a welcoming and safe space for families to access supports and services.

- Branding update

Washington County policy does not allow the CFRC to have its own logo but can have an icon specific to the project. The project team is working with the County Administration to be as creative as possible and bring any possible options to the FAB. Based on internal input and a survey sent to the FAB, the name of the FRC will be **Family Resource Connections**. Family Resource Connections will be used on all public-facing and promotional materials.

- Review Bylaws

Discussion on how to set aside time to complete this project. FAB committed to extend the duration of the May 2025 FAB meeting to allow additional time to review and adopt advisory board bylaws.

- Closing and next steps

The project team summarized the upcoming month's efforts as ongoing preparation for the May service rollout at Park Grove Library and invited members to attend, as they are able.

The next FAB meeting will be: May 15 | 5-7p.m. | Woodbury Service Center.



Family Advisory Board Meeting

April 2025

Community Family Resource Connections (CFRC) Project

Family Advisory Board - March 2025 Meeting Agenda

- Ice breaker
- CFRC project overview and update
 - Service roll-out
 - Community outreach/events
 - Grant opportunity
 - Branding updates
- Review draft Bylaws
- Closing and next steps



Ice Breaker

Five Protective Factors – Parental Resilience

- Resilience is:
 - The ability to **bounce back** from tough times.
 - The ability to **manage stress and function** well when faced with challenges
- Resilience can be **flexibility, humor, communication, faith, problem-solving, caring relationships, and the ability to access services**
- What are some ways the CFRC project can help build resilience for families?
- Things you do to be resilient?
- Do you have any examples of what resilience looks like from your lived experience?



Project Update

Service roll-out:

- **Park Library | Cottage Grove**
 - First and third Mondays | 11 a.m.-2 p.m.
 - County services on-site: May 5.
 - Open House: Mental Health Awareness Month | May 19.
- **R.H. Stafford Library | Woodbury**
 - Second and fourth Tuesdays | 10 a.m.-1 p.m.
 - Expected start is June 2025.
- **Teen events: *On hold.***
Coordinating with Community Engagement Team.



Project Update

- **Upcoming event participation:**
 - **Mental Health Awareness event:**
Richard Walton Park | May 21 | 5-8 p.m.
 - **Woodbury Nonprofit Roundtable:**
Woodbury Community Foundation | May 22
 - **Community Wellness event with East African community:**
Pondview Townhomes | May 29 | 4-6 p.m.
 - **White Bear Lake Resource Event:**
Bald Eagle Lake Park | May 30 | 5:30-7:30 p.m.
- Minnesota Department of Education grant
 - Engage with Oakdale community.



Branding Update

- Logo design ongoing
- Poll results are in!



FAMILY RESOURCE CENTERS OF SCOTT COUNTY



Family Resource Connections



Ongoing Review Draft Bylaws

Advisory board bylaws are a set of written rules that govern how an advisory board operates.

- Continue to review as a group today.
- Continue to discuss and modify.
 - Vote to adopt today or at future FAB meeting.
- Goal is to build consensus on content and language.
- Draft – Family Advisory Board Selection Criteria document review.



Closing and Next Steps

- Next meeting:
Thursday, May 15 | Woodbury CareerForce Center | 5-6:30 p.m.
- Next for project team:
 - Continue working on library service implementation.
- Coming soon for FAB:
 - Family Resource Connections - - mission/vision statement.
- What else? Anything for the project team?
Anything for the next meeting?



FAB Shared Agreement

- Step-up and Step-back.
- Only one person speaks at a time.
- Attend and participate in meetings.
 - Let us know if you can't make it to meetings.
- Listen to understand, not respond – we all have something different to offer.
- Be open and respectful to the ideas of others – everyone has an equal voice.
- Speak from your experience as a parent and community member.
- Meetings to occur monthly or as-needed.
- Have a meeting agenda.

