

Agenda & Minutes

Family Advisory Board (FAB)

Community Family Resource Connections Project (CFRC)

Meeting Information

- May 15, 2025 | 5-7 p.m.
- Format: In-person, Woodbury Service Center
2150 Radio Drive, Woodbury | Lower-level conference room

Family Advisory Board Members

- | | | |
|--|--|--|
| ☒ Timothy Brewington II | ☒ Karen Bauman | ☐ Sandra Jemie |
| ☐ Maryan Ali | ☐ Ntang Elad | ☒ Sandra Wahlquist |
| ☒ Germaine Ratsitefaline | ☒ Rebecca Thompson | |

Community Family Resource Connections (CFRC) Project Team Representatives

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

Agenda Items

- Ice breaker—Social Connections
 - How Social Connections impact you as a parent.
 - How an FRC can support social connections.
 - Bring parents/families together for events, opportunities for families to meet.
 - Culturally specific/relevant connections.
 - Outdoors events (sports, activities, youth nights, ice cream socials, bouncy houses) that allow kids to participate in activities that promote social and physical development while parents connect with other parents and build support.

- CFRC project overview and update
 - Service implementation update:
 - **Connect with Community Services:**
Park Grove Library, Cottage Grove:
 - Monday | May 5 | 11 a.m.-2 p.m.
 - 5 different organizations or groups were present to offer information on services/resources.
 - Virtual Reality job training was a popular attraction with Park High School students; several students attended and 5 completed the VR training.
 - Collected surveys from attendees to form future services and events.
 - **Mental Health Awareness-Open House:**
Park Grove Library, Cottage Grove:
 - Monday | May 19 | 11 a.m.-2 p.m.
 - The event will be highlighting mental health awareness month, providers will be present to provide resource information, materials, and on-site services if needed.
 - **Connect with CareerForce:**
Park Grove Library, Cottage Grove:
 - Monday | June 2 | 11 a.m.-2 p.m.
 - CareerForce employment support is available for adults and teens.
 - Job seekers will be able to use career exploration through virtual reality software.
 - **Pop-up FRC services in Woodbury:**
R.H. Stafford Library | Woodbury
Tuesdays | *Start date pending* | 10 a.m.-1 p.m.
 - Aiming to begin operations at the end of June.
 - Coordinating with Public Health to provide services at that event (i.e. immunizations, WIC, etc.).
 - One-time or pop-up service delivery opportunities:
 - Single parent support group:
 - Based on data from the educational neglect and truancy diversion program, single mother households are highly represented in referrals to diversion due to attendance issues. The FRC coordinator is working on contracting with a provider who would facilitate in-person support groups for single parents in Woodbury and/or Oakdale (depending on cost). Groups would be capped at 12 participants.

- Healthy electronics use for middle schoolers:
 - Research shows that social media and use of electronics negatively impacts children and youth's mental health. Mental health conditions are another key identifier in students missing school. FRC Coordinator is exploring opportunities for supporting parents around children's use of technology:
 - Online, self-paced curriculum for parents identified through the diversion program.
 - Youth Service Bureau (YSB) can offer a one-time, in-person class for parents.
- Other ideas considered for future service implementation activities:
 - Teen activities
 - SNAP assistance
 - Family homeless prevention assistance
 - Legal assistance "Justice Bus"
 - Family game night
 - Parent cafes
 - Other parent support groups
 - Energy assistance
 - Financial education
- Upcoming community outreach and event participation:
 - **Mental Health Awareness Event:**
Sponsored by Washington County Community Health Team.
 - Walton Park, Oakdale | May 21 | 5-8 p.m.
 - **Woodbury nonprofit roundtable (invitation only):**
Sponsored by the Woodbury Community Foundation.
 - Woodbury City Hall, Woodbury | May 22 | 2-3:30 p.m.
 - **Mental health support for youth, Spanish language (invitation only):**
Sponsored by Raices Latinas
 - Nuevas Fronteras, St. Paul Park | June 3 | 6-8 p.m.
 - **Annual Woodbury Community Picnic:**
Sponsored by Fellowship Church.
 - Carver Lake Park, Woodbury | July 5 | 12-4 p.m.
 - **Cimarron Free Food Pickup:**
Sponsored by Open Cupboard, Valley Outreach, Cimarron residents, The Cimarron Community Farm and Community Support for our Students.
 - Cimarron, Lake Elmo | every other Monday May-November | 4-5 p.m.

- Branding:
 - FRC Coordinator is working with Washington County Communications Team to create an icon and designs for materials. Showed examples of what has been created so far and options that are allowable within county policy.
- Review Bylaws
 - Reviewed draft document and held discussion. FAB members agreed to remove language regarding quorum and elected positions, as their current role is to advise the development of the FRC and do not have decision-making authority over program management. The FRC Coordinator will make changes to the draft document based on recommendations. The FRC Coordinator will send the updated draft and FAB will review again at the next meeting, approving the bylaws if agreed with the proposed changes.
- Closing and next steps
 - The next FAB meeting: June 26 | 5-6:30 p.m. | Woodbury Service Center
 - The meeting date has been changed due to the Juneteenth holiday.

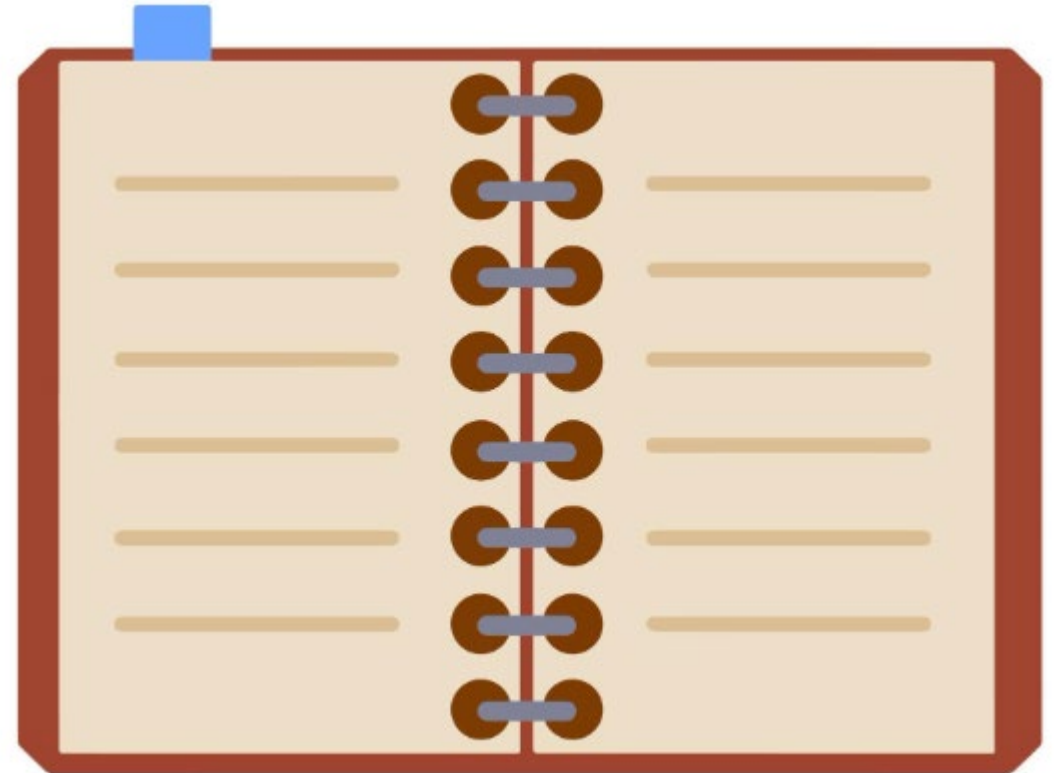
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Family Advisory Board Meeting May 2025

Family Resource Connections (FRC) project

Family Advisory Board - May 2025 Meeting Agenda

- Ice breaker
- FRC project update
 - Service implementation update
 - Community outreach and event participation
- Review draft Bylaws
- Closing and next steps



Ice Breaker

5 Protective Factors – Social Connections

- Social connections:
 - Provide **emotional, informational, spiritual, instrumental** (how to do or connect to things), and **basic needs** support

Social connections can be:

Family	Friends
Neighbors	Service providers
Faith groups	Social clubs
Support groups	And more...

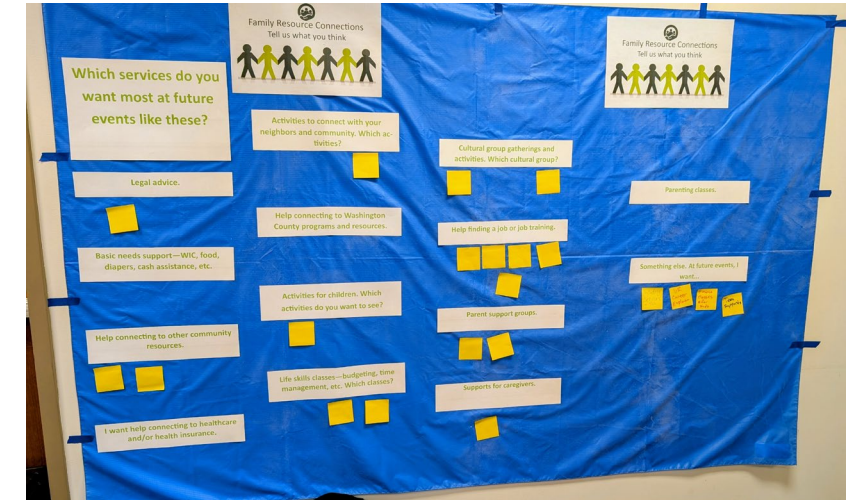
- **How have social connections impacted you as a parent?**
- **What are some ideas for activities the FRC project can do to support social connections for families?**



Project Update

Service implementation update:

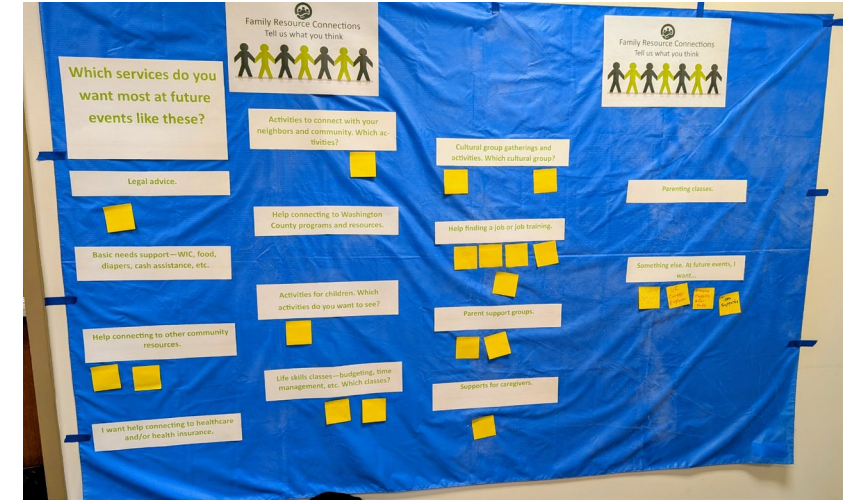
- **Park Grove Library | Cottage Grove**
 - First and third Mondays of each month | 11 a.m.-2 p.m.
 - Event schedule
 - Connect with county services | May 5
 - Open House: Mental Health Awareness Month | May 19
 - Connect with CareerForce | June 2
- **R.H. Stafford Library | Woodbury**
 - Second and fourth Tuesdays of each month | 10 a.m.-1 p.m.
 - Event schedule – *start date pending*.
 - Coordinating with Public Health for WIC and Immunizations services.



Project Update

Service implementation update:

- Other service activities (no details available):
 - Single parent support group – Woodbury/Oakdale
 - Healthy electronics use for middle schoolers – parent education online/in-person
 - Parent support groups – Latino, African
 - Teen activities
 - SNAP assistance
 - FHPAP – Family Homeless Prev. Assistance Program
 - Energy cash assistance
 - Family game night
 - Legal Aid “Justice Bus”
 - Parent Cafes
- FAB feedback at events are welcome



Project Update

Upcoming FRC event participation:

- **Mental Health Awareness Event:**
Richard Walton Park | May 21 | 5-8 p.m.
- **Woodbury nonprofit roundtable:**
Woodbury Community Foundation | May 22 | 2-3 p.m.
- **East African Community Wellness event:**
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.



Project Update

Upcoming FRC event participation (continued):

Mental Health support for Spanish speaking families:

Nueva Fronteras | June 3 | 6-8 p.m.

- **The Fellowship Annual Comm. Picnic:**

Carver Lake Park | July 5 | 12-4 p.m.

- **Cimarron Free Food Pickup:**

Cimarron, Lake Elmo | May – November 2025.



Ongoing – Review Draft Bylaws

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

- Continue 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, June 26 | Woodbury CareerForce Center
 - 5-6:30 p.m.
- Next for project team:
 - Ongoing resource fair and community event participation.
 - Continue service planning and event coordination.
- 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.

