

Agenda & Minutes

Family Advisory Board (FAB)

Family Resource Connections Project (FRC)

Meeting Information

- Sept. 25, 2025 | 5-6:30 p.m.
- Format: In-person, Washington County Central Service and License Center
1261 Woodlane Dr., Woodbury, MN 55125 | Conference room E115

Family Advisory Board Members

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

Family Resource Connections (FRC) Project Team Representatives

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

Agenda Items

- Introductions
 - Protective Factor discussion - Knowledge of Parenting and Development
- FRC project overview and update
 - FRC event participation since last meeting (June 2025)
 - **Cimarron Food Distribution:**
 - Cimarron Park, Lake Elmo.
 - Mondays | July 7, July 21, Aug. 4, Aug. 18, Sept. 8, Sept. 22 | 3-4 p.m.

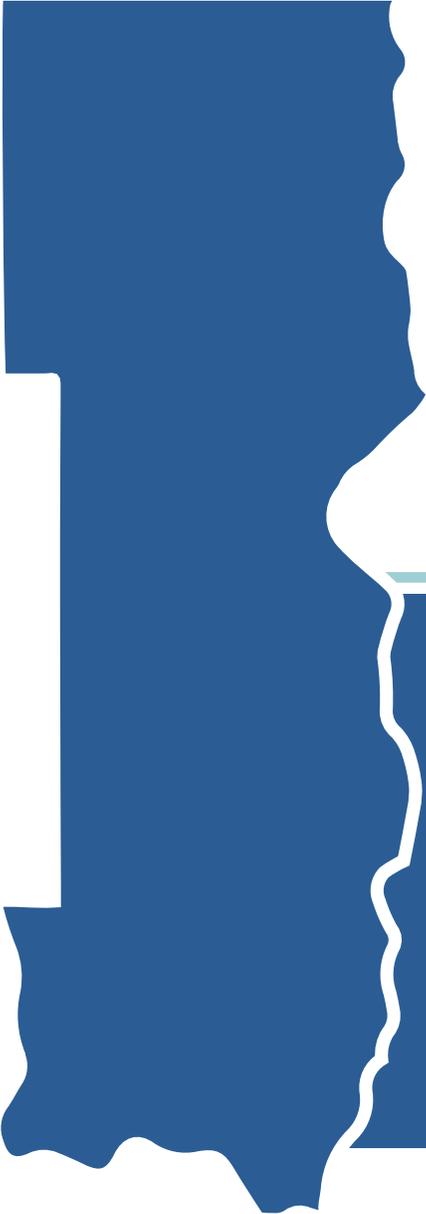
- Most families that attend focus on receiving food resources. Team has had good luck in sharing Parent Support Outreach Program (PSOP) information and received several self-referrals since we began participating in the event this year.
- **Stillwater School Enrollment Event:**
 - Brookview Elementary, Woodbury.
 - Wednesday, July 16 | 2-6:30 p.m.
 - Event was aimed at providing support to families that are new to the Stillwater School District. Most families participated for assistance with student enrollment, there were limited engagement opportunities for other attending agencies.
- **PIT Stop Resource Event:**
 - First Presbyterian Lutheran, Stillwater.
 - Wednesday, July 17 | 9 a.m.-1 p.m.
 - FRC team gathered donations of diapers, wipes, and personal care items for the event. The PIT stop had more than 200 people attend and the FRC team provided more than 3,800 donated diapers to families.
- **Stillwater School Open-House:**
 - Stillwater Middle School, Stillwater.
 - Wednesday, Aug. 13 | 4-6 p.m.
 - Event offered a chance for families to learn about school and community resources.
- **Back to School Event:**
 - Landfall Community, Oakdale.
 - Thursday, Aug. 14 | 4:30-7:30 p.m.
 - Team provided school supplies and information to families at event.
- **ACCAP Community Baby Shower:**
 - Newport United Methodist, Newport.
 - Thursday, Aug. 14 | 2:30-5:15 p.m.
 - More than 100 people attended the event for resources and information. Staff were able to connect with a representative from Southern Minnesota Regional Legal Services (SMRLS) to discuss collaborating on future FRC event to provide legal support to area families.
- **Mahtomedi Back to School Bash:**
 - Vista Point and Lincoln Place Apartments, Mahtomedi.
 - Tuesday and Wednesday, Aug. 19 and 20 | 5:30-7 p.m.

- **Oakdale Back to School Event:**
 - Richard Walton Memorial Park, Oakdale.
 - Thursday, Aug. 21 | 4:30-6:30 p.m.
 - The event typically has a good turnout and is a great chance to engage, provide resources, and information to Oakdale families.
- **Woodbury Days:**
 - Ojibway Park, Woodbury.
 - Friday, Aug. 22 | 4-6 p.m.
 - The table provided for the team was shared with Washington County's Adult Mental Health team. The event had good traffic and offered some opportunity for engagement.
- **Mahtomedi School Open House:**
 - Mahtomedi Middle School, Mahtomedi.
 - Tuesday, Aug. 26 | 1-3 p.m.
 - The event offered a great opportunity to engage with district families. Attending the event resulted in PSOP and FRC referrals.
- **ISD 622 School Open Houses:**
 - Multiple schools, Oakdale.
 - Thursday, Aug. 28 | 4-7 p.m.
- **Oneka Elementary Open House:**
 - Oneka Elementary, Hugo.
 - Tuesday, Sept. 2 | 10 a.m.-6 p.m.
- Service implementation update – hosted events
 - The team continues to attend both Park Grove and R.H. Stafford Libraries, twice a month at each location. A recent relocation at the R.H. Stafford Library has increased engagement opportunities. Staff will continue to search for adjustments to increase opportunities to engage with families.
 - Tech-Savvy Parenting Workshop was held on September 18 at the Oakdale library. The agenda included Youth Services Bureau (YSB) present on social media and safe electronics use and Public Health and Environment (PHE) discuss reasons and ways for families to interact more with nature. The event was well advertised and received by those in attendance. Despite extensive event promotion, only two parents attended, and the rest were Washington County staff. The FAB suggested changing day, time, offering childcare to parents, and planning an event in parallel that is aimed at children, so parents do not need to worry about their care. Staff will continue to collaborate with YSB and PHE on future events and explore implementing some of the FAB suggestions for future events.

- Service implementation update – upcoming events/activities
 - **Southern Minnesota Regional Law Services**
 - The FRC team is currently working with SMRLS, Washington County’s Community Engagement team, and Raices Latinas to develop event(s) to offer family law advice to families. The goal would be to offer families access to a legal support presentation covering the most needed family law advice and offer attendees an opportunity to ask specific questions or get individual consultation to support their specific needs. The event is still in planning stage and updates are expected at the next FAB meeting in October.
 - **Parent Cafe—training**
 - The FRC team is working to get four people (two Washington County staff, two community members) trained to lead Parent Café sessions. Parent Cafés are peer-led parent support groups that offer opportunities to connect with other parents. Group leaders coordinate the meetings and facilitate the group sessions. The FRC team is in the process of recruiting at least one more parent to the cohort before enrolling in the training. The cohort is expected to complete the training this fall with support group(s) to follow.
 - **PIT Stop Event**
 - Cottage Grove Armory, Cottage Grove.
 - Thursday, Oct. 9 | 9 a.m.-1 p.m.
 - The team will provide gas/gift cards, swag and program information to attendees.
 - **Cimarron Food Distribution**
 - Cimarron Park, Lake Elmo.
 - Mondays: Oct. 6, Oct. 20, Nov. 3, Nov. 17 | 3-4 p.m.
 - The Prevention team will have a presence at each of the remaining food distribution events through the end of the year.
- Other news and information
 - Collaborating with the Mental Health in Motion van. The FRC project team has begun exploring partnering with the Adult Mental Health team to collaborate more in outreach activities. The goal would be to attend events with the Mental Health in Motion van to provide additional support options for participants. Collaboration is expected to begin this fall.
 - Washington County’s Integrated Service Collaborative. Washington County has begun the process of establishing an integrated service

collaborative. This effort partners with schools, corrections, public health, Head Start, Community Action Partnership (CAP), and mental health service providers to formally establish a collaborative that is eligible to receive Medicaid (MA) funds to support children’s mental health and the overall well-being of families. The county is in the early application stages and hopes to launch the collaborative early 2026. This is an opportunity to fund a wide variety of projects, including FRC projects that aim to support families. The project team will keep the FAB updated on service collaborative efforts.

- Opportunity for the FAB to obtain Standards of Quality training. Standards of Quality training is hosted by the National Family Support Network (NFSN) and teaches best program practices and evaluation of programs as it relates to supporting families. The FRC project team offered 2-3 FAB members the opportunity to complete the training with the goal of using the insight to assist with program evaluation. Multiple FAB members are interested, but the course is not currently available to Minnesota Family Resource Center members due to limited offerings. FRC staff will monitor the training schedule and coordinate with FAB members that are willing and able to complete.
- Review Bylaws
 - Due to time restrictions, the final Bylaw review was not completed at this meeting. Instead, FRC staff will forward the final Bylaw draft to FAB members ahead of the October 2025 meeting for their review. Any comments on the final draft will be discussed at the October meeting with the goal of completing the final review and adopting.
- Closing and next steps
 - The next FAB meeting: Oct. 16 | 5-6:30 p.m. | Washington County Central Service and License Center | Woodbury



Family Advisory Board Meeting September 2025

Family Resource Connections (FRC) project

Family Advisory Board - Sept 2025 Meeting Agenda

- Ice breaker
- FRC project update
 - Events attended
 - Hosted events and activities
 - Upcoming events and activities
 - Other news
- Final review draft Bylaws
- Closing and next steps

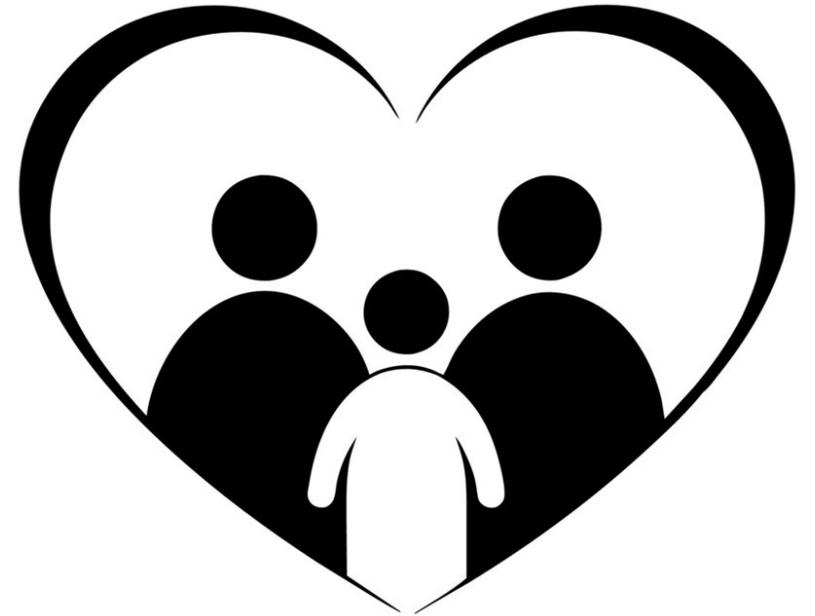


Ice Breaker

5 Protective Factors- Knowledge of Parenting and Child Development

- Understanding child development stages and parenting strategies to set appropriate expectations and boundaries.
- This knowledge helps parents respond effectively to their child's needs and contributing to the child's positive development.
- **How has your knowledge of child development and parenting evolved over time?**
- **What resources do you use to get help as a parent?**
- **How has this influenced the way you approach challenges like managing your child's behavior or responding to their emotions?**
- **What are some challenges you face in accessing reliable information about child development? How do you try to overcome them?**

[Video](#)



Project Update

Attended events July-Sept. 2025:

- **Cimarron Food Distribution** | Lake Elmo
Cimarron Park | July 7, July 21, Aug. 4, Aug. 18, Sept. 8, Sept. 22 | 3-4 p.m.
- **Stillwater School Enrollment Event** | Woodbury
Brookview Elementary | July 16 | 2-6:30 p.m.
- **PIT Stop Event** | Stillwater
First Presbyterian | July 17 | 9 a.m.-1 p.m.
- **Stillwater School Open-House** | Stillwater
Stillwater Middle School | Aug. 13 | 4-6 p.m.
- **Back to School Event** | Landfall
Oakdale | Aug. 14 | 4:30-7:30 p.m.



Stillwater PIT Stop Event

Project Update

Attended events July-Sept. 2025 (continued):

- **ACCAP Community Baby Shower** | Newport
Newport United Methodist | Aug. 14 | 2:30-5:15 p.m.
- **Mahtomedi Back to School Bash** | Mahtomedi
Vista Point and Lincoln Place Apartments | Aug. 19 and 20 | 5:30-7 p.m.
- **Oakdale Back to School Event** | Oakdale
Richard Walton Memorial Park | Aug. 21 | 4:30-6:30 p.m.
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- **Mahtomedi School Open House** | Mahtomedi
Mahtomedi Middle School | Aug. 26 | 1-3 p.m.



ACCAP Community Baby Shower

Project Update

Attended events July-Sept. 2025 (continued):

- **ISD 622 School Open Houses** | Oakdale
Multiple schools | Aug. 28 | 4-7 p.m.
- **Oneka Elementary Open House** | Hugo
Oneka Elementary | Sept. 2 | 10 a.m.-6 p.m.



Park Grove Library

Project Update – Hosted Events

Navigation service hours:

- **Park Grove Library** | Cottage Grove
First and third Mondays of each month | 11 a.m.-2 p.m.
- **R.H. Stafford Library** | Woodbury
Second and fourth Tuesdays of each month | 10 a.m.-1 p.m.

Other hosted events:

- **Parent course – Tech-savvy social media and healthy electronics use**
Oakdale Library | Sept. 18 | 5-7 p.m.



Project Update – Upcoming Events/Activities

One-time and short-term event planning:

- Southern Minnesota Regional Law Services event(s)
Coordinating family law support events
- Parent Café – Training
Recruiting parents to attend training to co-lead
- **PIT Stop Event** | Cottage Grove
Cottage Grove Armory | Oct. 9 | 9 a.m.-1 p.m.
- **Cimarron Food Distribution** | Lake Elmo
Cimarron Park | Oct. 6, Oct. 20, Nov. 3, Nov. 17 | 3-4 p.m.

Holiday event opportunities?



Project Update – Other News

Other news and information:

- Children’s Mental Health/Family Services Collaborative
 - Washington County working on application
 - Can lead to more funds for FRC programs
- Moving locations in RH Stafford library--Woodbury
 - Relocating to better connect with library traffic
- Partnering to attend Mental Health Matters outreach events
- Adding/adjusting library hours and locations
- We now have an iPad!
 - Gathering contact info and offering holding monthly drawings for \$50 gift cards



Standards of Quality training opportunity!

Bylaws – Final Review

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.



Closing and Next Steps

- Proposed next meeting:
Thursday, Oct. 16 | Washington County Service and License Center | Woodbury | 5-6:30 p.m.
- Next for project team:
 - Ongoing navigation services at libraries.
 - New event coordination.
 - Continued work on the service collaborative.
- 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.

