

## Agenda & Minutes

### Family Advisory Board (FAB)

### Family Resource Connections Project (FRC)

#### Meeting Information

- November 20, 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 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

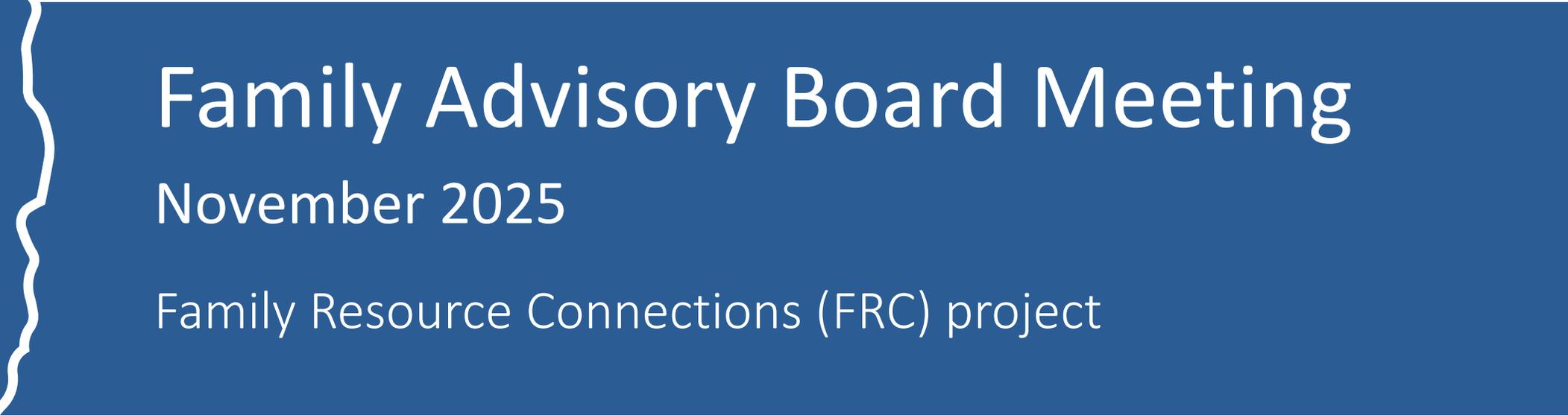
#### Agenda Items

- Ice breaker
  - The group again participated in a Parent Café icebreaker using Be Strong Families Parent Café in a box cards.
- FRC project update
  - Attended events
    - Cimarron Food Distribution. November 17 was the final food distribution for the season. Food distributions are scheduled to resume in Spring 2026.
  - Hosted events

- The team continues to host pop-up resource table events at Park Grove, Oakdale, and R.H. Stafford Libraries, twice a month at each location. Staff will continue to look for ways to connect with families at these events.
- In partnership with Washington County Community Engagement, Raices Latinas, Southern MN Regional Law Services (SMRLS), and Family Means the FRC team co-hosted a family law information session at Cimarron Park in Lake Elmo. The presentation was conducted in Spanish and allowed families to ask questions about family law topics. There were 22 adults that attended the presentation. Dinner, support with travel costs, and food/gas cards were provided to participants.
- Upcoming events/activities
  - A second family law presentation is scheduled for December 8 at Nuevas Fronteras Spanish Immersion School, in St. Paul Park. ISD #833 SoWashCo., SMRLS, Public Health and Environment, and Washington County’s Community Engagement team are coordinating.
  - Parent Cafe—training update. The FRC team is still working to get 4-6 people (two Washington County staff, 2-4 community members) trained to lead Parent Café sessions. At the time of the meeting, one community member committed to volunteering for the effort. The FRC team is in the process of recruiting at least one more parent to the cohort before enrolling in the training. The aim is to register and attend a three-day virtual training session as a cohort in January 2026.
  - Legal information presentation, third session. Once the ISD #833 family law presentation is complete, the plan is to coordinate a third session in Oakdale. Coordination is expected to occur with Skyview Middle School, Raices Latinas, SMRLS, and Washington County’s Community Engagement Team and will most likely occur in early 2026.
  - A second Tech-Savvy Social Media and Healthy Electronics parent training is in development. Using the advice provided by the FAB at a previous meeting, the team is working on coordinating a second parent training on social media and electronics use. Other agencies are currently hosting similar trainings, and the team wants to engage with them for lessons-learned before planning a second session. Location and date to be determined.
- Review of FRC Budget. Staff conducted an overview of the 2026 FRC budget. This includes available funding for the FAB, hosted events, attended events, and all program activities. See FAB presentation for details.
- Opportunity for the FAB to obtain Standards of Quality (SOQ) 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. An online training opportunity through the NFSN on December 16-17, 2025, was presented to the group but none were available during the time slot. It is expected that additional SOQ opportunities will become available to the MN FRC Network in Spring 2026.

- Child Abuse Prevention (CAP) Month—April 2026. The group explored hosting an event for CAP and discussed the FAB's interest in assisting in planning event(s). Several FAB members were interested in assisting with CAP event planning and coordination. Staff recommended forming a subcommittee for planning outside of regular monthly FAB meetings. The subcommittee will meet early 2026 to begin planning. A scheduling poll will be sent out to subcommittee volunteers coordinate a time to meet.
- Closing and next steps
  - The next FAB meeting: December 18 | 5-6:30 p.m. | Washington County Central Service and License Center
    - The December meeting will have a limited formal agenda. Attendees are invited to bring a dish for a potluck dinner.

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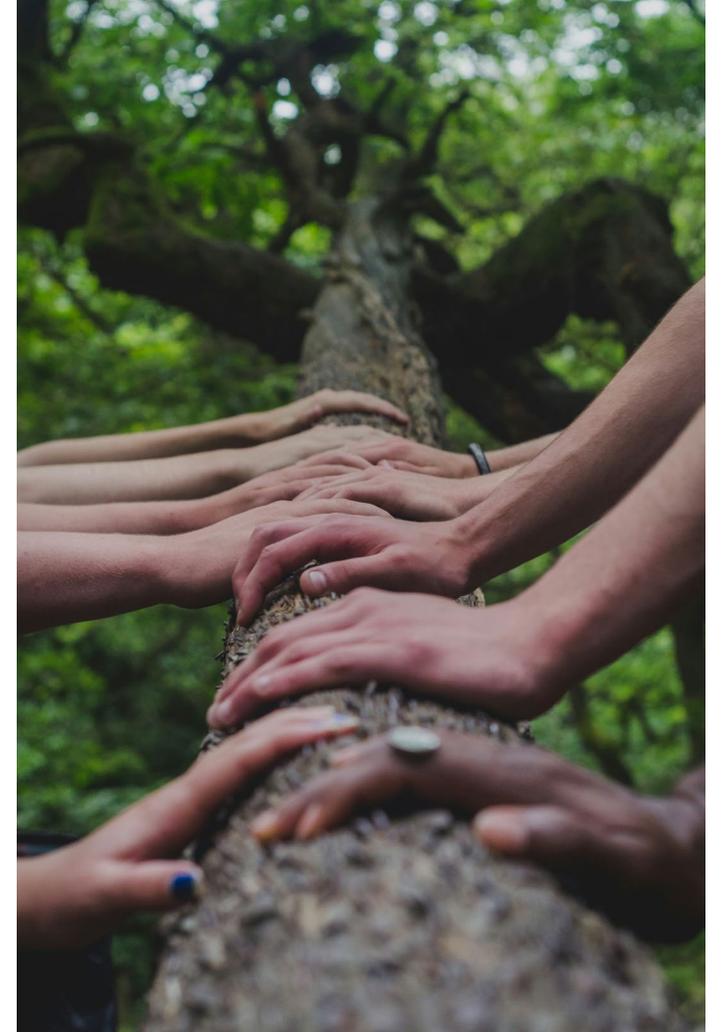
# Family Advisory Board Meeting

November 2025

Family Resource Connections (FRC) project

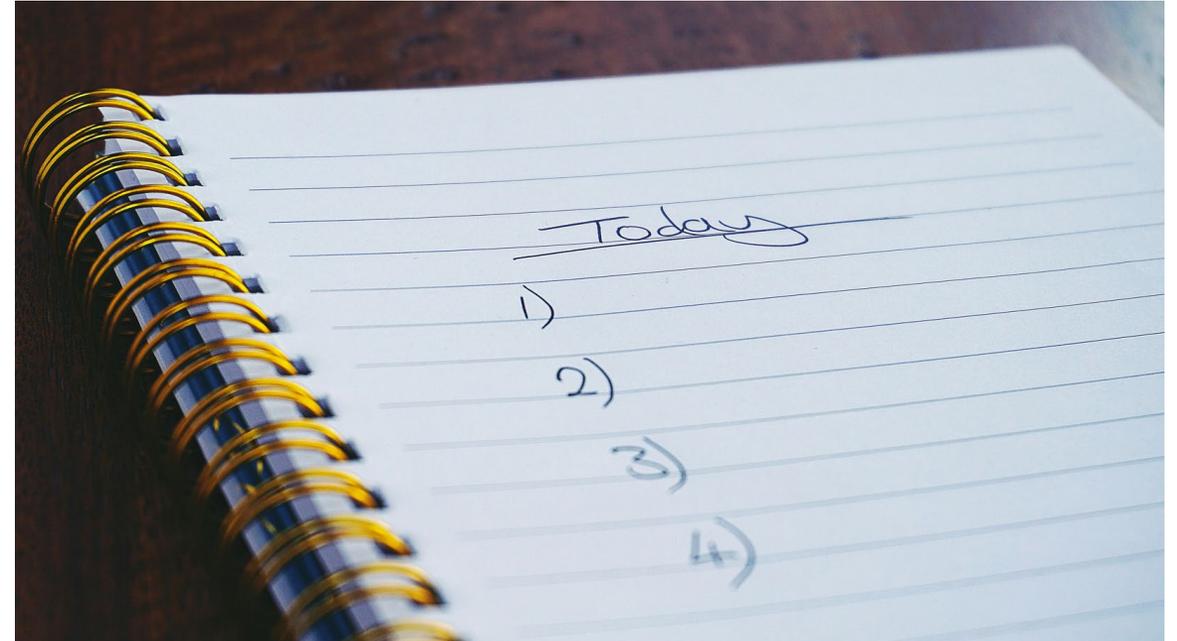
# FAB Shared Agreement

- 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.



# Family Advisory Board – November 2025 Agenda

- Ice breaker
- FRC project update
  - Hosted, attended and upcoming events
  - FRC budget update
- Update on Standards of Quality training
- Child Abuse Prevention month planning
- Closing and next steps



# Ice Breaker

## Parent Cafés

- Choose one the 5 Protective Factor-related questions on the card you were provided
- Read one to the group that you feel comfortable discussing and answer the question
- Parent Café Agreements:
  - **Speak from your own experiences.** Use “I” statements.
  - **Listen attentively.** Do not interrupt.
  - **No judgements.** Positive or negative.
  - **Do not give advice.**
  - **Confidentiality.** What the group talks about, stays with the group
  - **Full presence.** Please, no multi-tasking.



# Project Update – Attended Events

## Attended events October 2025:

- **Cimarron Food Distribution** | Lake Elmo
  - Cimarron Park | October 20 | 3-4 p.m.



# Project Update – Hosted Events

## Navigation service hours:

- **FRC at Park Grove | Cottage Grove**
  - Park Grove Library | October 20 | 11 a.m.-2 p.m.
- **FRC at R.H. Stafford | Woodbury**
  - R.H. Stafford Library | October 28 | 10 a.m.-1 p.m.
- **FRC at Park Grove | Cottage Grove**
  - Park Grove Library | November 3 | 11 a.m.-2 p.m.
- **Cimarron Legal Information Session | Lake Elmo**
  - Cimarron community | November 7 | 5-7 p.m.



# Project Update – Upcoming Events/Activities

## Upcoming events and planning:

- **FRC at Oakdale Library** | Oakdale
  - Oakdale Library | 2<sup>nd</sup> and 4<sup>th</sup> Thursdays | 11 a.m.-2 p.m.
- **Family legal presentation** | South St. Paul
  - Nuevas Fronteras Spanish Immersion | date/time TBD
- Parent Café – training update
  - Planning on attending January 2026 training
- Legal info session – third session
  - Skyview Middle School - Oakdale
- Tech-savvy social media and healthy electronics use for parents – second session



# Family Resource Connections - Budget

## Starting budget:

- \$37,579 as of November 5, 2025
  - Includes all Sauer Family Foundation grant funds awarded

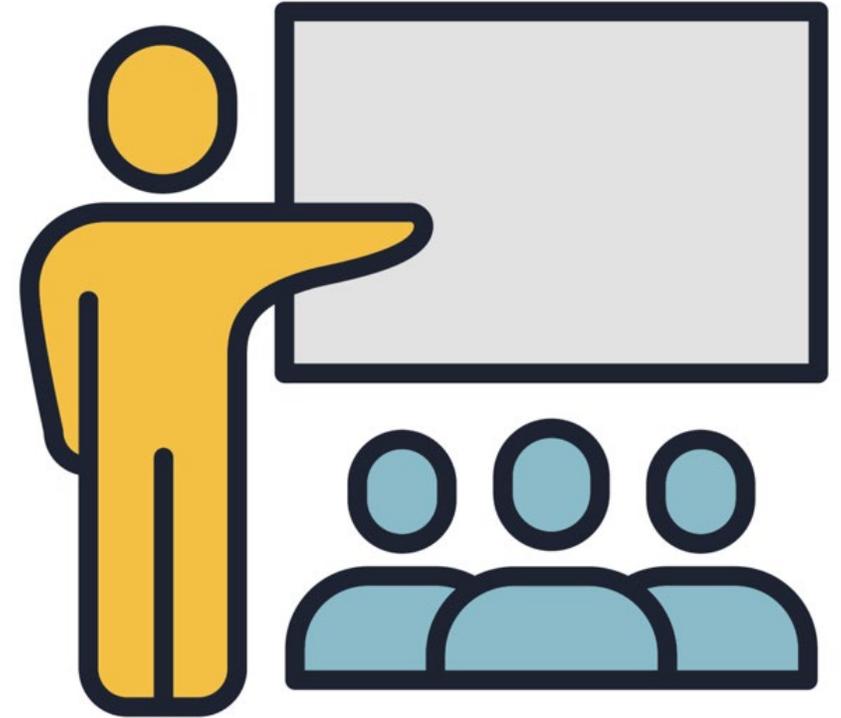
Upcoming Known Expenses:	Expected Costs (estimated):	Notes:
Family Advisory Board thru 2026	\$10,400	Covers all meeting costs.
Parent Café training	\$7,875	Includes parent training costs and per diem.
Parent Café sessions	\$2,000	Parent leader per diem and incidental costs.
Cimarron legal info session (11/7)	\$1,200	Awaiting final invoice.
FAB Standards of Quality training	\$1,200	Cost to send 3 FAB members to training.
Other misc. expenses	\$1,000	FAB t-shirts, program supplies, etc.

- Total remaining FRC project budget for CY2026 is ~\$13,500

# Standards of Quality Training (SOQ)

## Upcoming SOQ training opportunity:

- National Family Support Network SOQ training (virtual)
  - December 16-17, 2025
- SOQ training for Minnesota members
  - TBD, expected Spring 2026



# Child Abuse Prevention (CAP) Month

## What are your ideas?

- FRC is interested in hosting an event for CAP month – April 2026
- Budget
- Ideas for family-fun activities:
  - Resource and information table
  - Community gathering
  - Community panel discussion
- Other partners or sponsors?
- FAB subcommittee?



# Closing and Next Steps

- Proposed next meeting:
  - Thursday, December 18 | Washington County Service and License Center | 5-6:30 p.m.
- What else? Anything for the project team?  
Anything for the next meeting?

