

Minutes

Family Advisory Board (FAB)

Family Resource Connections Project (FRC)

Meeting Information

- January 15, 2026 | 5-6:30 p.m.
- Format: In-person/virtual, Central Service and License Center
1261 Woodlane Dr., Woodbury, MN 55125 | conference room E115

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 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/check-in
- FRC project update
 - Hosted events in December 2025 and January 2026
 - SoWashCo. Legal Presentation for families. 37 people, representing 24 families attended a family law presentation on December 12th at Nuevas Fronteras Spanish Immersion School, St. Paul Park. The event was co-hosted by South Washington County Schools, Washington County Community Engagement, Southern MN Regional Law Services (SMRLS), and Washington County Public Health and Environment. The event

provided general legal information, in Spanish, to families and offered them a chance to ask questions and learn about additional legal resources and supports. The feedback received from families that attended the event is the information was timely and helpful. Dinner, \$25 food gift cards, meal packs, and hygiene kits were offered to participants.

- FRC hosted library pop-up library sessions in December 2025, into January 2026:
 - Park Grove Library, Cottage Grove, December 15 and January 5.
 - R.H. Stafford Library, Woodbury, November 25, December 9, and January 13.
 - Oakdale Library, Oakdale, December 11 and January 8.
- Attended events
 - SoWashCo. Early Childhood Family Education (ECFE) hosted their annual resource fair on January 15 at Liberty Ridge Elementary, Woodbury. The Families Learning Together (FLT) event provided information to connect families to community resources. This year had lower than usual attendance and still had 10 families participate in the event. The FRC team setup a resource table and provided information and giveaways to the participating families.
- Upcoming events
 - The next Point in Time (PIT) Stop is scheduled to occur in Stillwater at First Presbyterian Church, January 29, 9:00 am-1:00 pm. These events are an opportunity to connect with families, provide resources, and for the Housing Outreach Support Team (HOST) to learn about families that are experiencing housing instability or homelessness. This event is typically well attended by the public and service providers. Participants are offered a variety of resources including a meal, referrals, resource connections, and other concrete supports. FRC team will setup a resource table and provide donated diapers to families at the PIT stop.
 - Parent Cafe training scheduled is for January 26-28. Five individuals (3 community members, 2 Washington County staff members) are to attend the virtual training in the Parent Cafe model. The training will allow them to develop and host parent support groups for area families. Parent support groups align with the FRC goals and are a good way to offer parent engagement opportunities and sustained programming.
 - Delays in FRC event planning. Staff reported that the hosting of new community events has been impeded with agencies and community needing to address demands resulting from increase in federal law enforcement presence in the community. The FAB discussed offering information sessions virtually to address needs and demands of community. Planned activities currently on-hold include a second

SoWashCo Legal Presentation session, a Somali language family law presentation, a family law presentation at Skyview Middle School, and second social media/healthy electronics use parent training.

○ Other updates

- FRC space in Cottage Grove. It looks promising that the FRC will occupy a permanent space in the Cottage Grove Service Center. The details of an agreement need to be worked out between Washington County Corrections and Community Services Departments to share space at the Service Center to offer services in Cottage Grove. Staff is hopeful that the FRC will be able to occupy the space within the next month or two. This space will provide a stable location in the southern part of Washington County to host activities that support families.
- Standards of Quality training opportunity for the FAB. National Family Support Network is offering online training on February 10-11, and FAB members are invited to attend. FAB members are invited to attend the training to better understand the FRC model of service and assist with FRC program evaluation. If FAB members are not available to attend this session, additional sessions will be likely be available later in the year. FAB members should contact staff if interested in attending the training.
- Staff reminded FAB members interested in participating in the Child Abuse Prevention month subcommittee to complete the previously emailed Doodle poll to choose a separate meeting time that works best. The subcommittee will meet to begin planning Child Abuse Prevention month activities. Once availability is received an invitation to a virtual meeting will be sent out.
- MN FRC Network Release of Information form review. The MN FRC Network is in the process of drafting a Release of Information form to be used by all MN network FRCs. They have asked for feedback on from Family Advisory Boards and FRCs statewide. Staff will send the draft form via email and has requested that members with comment review the document and provide feedback. The feedback will then be submitted to the MN FRC Network for consideration.
- Washington County Integrated Collaborative update. As discussed at previous meetings, the Washington County Integrated Collaborative is being formed in Washington County to access Medicaid funds. The collaborative aims to support children's mental health and the needs of families, which align with FRC goals. The first meeting was held in December 2025. The second meeting is scheduled for January 23 to make decisions on the collaborative's structure, which are needed to submit the application to the MN Department of Health for formal collaborative

recognition. Staff described this as an opportunity for Washington County Community Services to create partnerships and help coordinate programming that can benefit area families.

- Closing and next steps
 - Next meeting Thursday, February 19, at 5:00 pm
 - The group has decided to make this meeting virtual. The format for future meetings will be decided the month before.



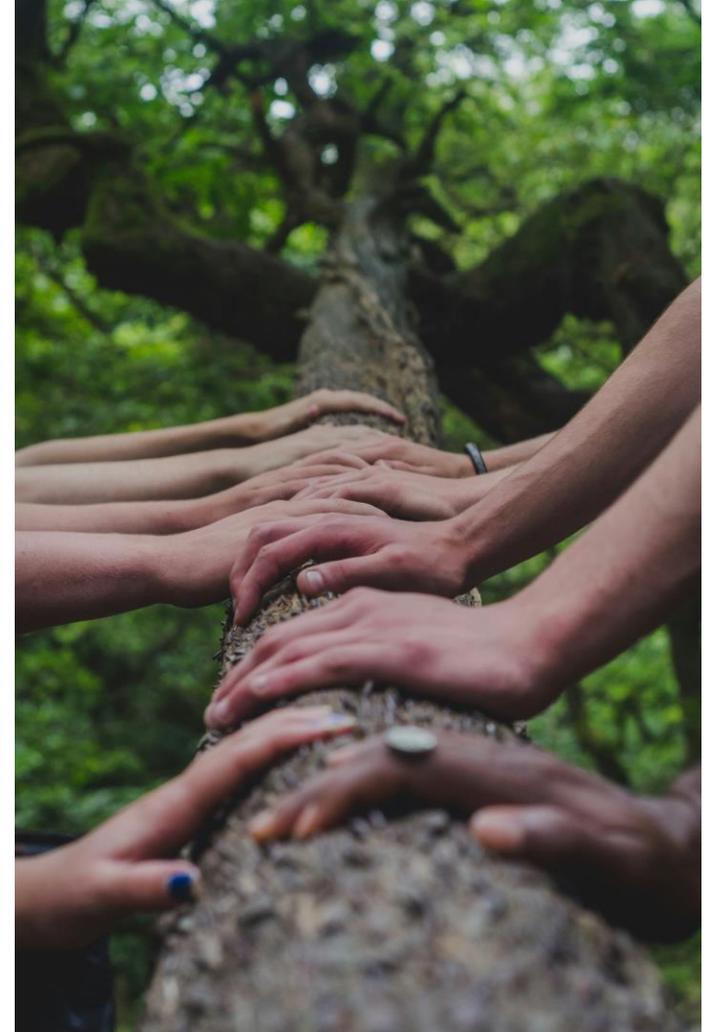
Family Advisory Board Meeting

January 2026

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 – January 2026 Agenda

- Ice breaker
- FRC project update
 - Hosted and upcoming events
- Standards of Quality training
- Child Abuse Prevention Month subcommittee
- MN FRC Network ROI form review
- Washington County Integrated Collaborative update
- Closing and next steps



Ice Breaker

Lots going on in our community – how are you doing?

- How are you taking yourselves?
- Is there anything else that we can be doing?



Project Update – Hosted Events

December 2025/January 2026:

- **SoWashCo. Legal Presentation** | St. Paul Park
 - Nuevas Fronteras | December 12 | 5-7 p.m.
 - 37 people total, 24 families attended
- **FRC at Park Grove** | Cottage Grove
 - Park Grove Library | December 15, January 5 | 11 a.m.-2 p.m.
- **FRC at R.H. Stafford** | Woodbury
 - R.H. Stafford Library | November 25, December 9, January 13 | 10 a.m.-1 p.m.
- **FRC at Oakdale Library** | Oakdale
 - Park Grove Library | December 11, January 8 | 11 a.m.-2 p.m.



Project Update – Upcoming Events/Activities

Upcoming events:

- **SoWashCo Families Learning Together Resource Fair | Woodbury**
 - Liberty Ridge Elementary | January 15 | 2-3:30 p.m.
- **PIT Stop Event | Stillwater**
 - First Presbyterian Church | January 29 | 9 a.m.-1 p.m.
- Parent Café – training scheduled
 - January 26-28
- Child Abuse Prevention Month (CAPM) subcommittee
 - Planning for April event



Project Update – Upcoming Events/Activities

Events in planning:

- SoWashCo Legal Presentation - session two
 - School attendance/additional legal advice
- Woodbury Legal Presentation – Somali language
 - Misc. family law
- Skyview Middle School Legal info session
 - Misc. family law
- Screenagers/Tech-savvy social media and healthy electronics use for parents – second session
- **Exploring other ways to support community**



Virtual Standards of Quality Training (SOQ)

Upcoming SOQ training opportunity:

- National Family Support Network SOQ training (virtual)
 - February 10-11
 - Registration due February 3
- SOQ training for Minnesota members
 - TBD, expected Spring 2026



Child Abuse Prevention Month (CAPM)

Planning update:

- Event planned for CAPM month – April 2026
- CAPM subcommittee meeting
- Potential CAPM activities/partners



MN FRC Network Release of Information (ROI) Form

Review draft document:

- Review the draft ROI and provide feedback to network
- Will be given to FRC participants for signature before sharing sensitive information with others
- Required to be used by all member FRC's in the state
- Please review and provide feedback to be shared with MN FRC Network



Minnesota Community and Family Resource Center Evaluation The Release of Information Form - DRAFT

Purpose

Our Family Resource Center (FRC) collects information from families to help us understand who is being served, identify community needs, and improve programs. We partner with Wilder Research, an independent research and evaluation organization and the host of the MN FRC network, to help us securely collect, store, and analyze information from families. This Release of Information form explains what you can expect when you participate in this effort. Please read this form. We will answer any questions you may have. Also, you will be given a copy of this form.

What information will be shared?

Depending on what you choose to provide to the FRC, the information shared with Wilder Research will include:

- Demographic and descriptive information about you and your children (name, date of birth, gender, race)
- Basic household information (e.g., number of family members, age ranges)
- Contact information
- Services or support you are seeking and/or receiving
- Other information you voluntarily provide to help improve services

How will the information be used?

Wilder Research will use the information, in aggregate (combined with other families), to:

- Understand who is using Family Resource Centers, and the family and community needs in your region and across the state
- Support program improvement and planning
- Improve and coordinate services
- Evaluate services and outcomes
- Advocate for policies that better support families
- Produce reports that show overall trends, not individual details

Your individual personal information will not be sold, published, or shared publicly. Any reports produced will combine information from many families and will not identify you or your children.

Who will see my information?

Your information may be viewed by:

- Staff at the Family Resource Center you frequently visit
- Authorized staff at partner organizations working with you and your family
- Wilder Research staff who maintain and analyze the data

Washington County Integrated Collaborative

- First meeting held December 17
- Members in attendance:
 - Washington County Community Services
 - Washington County Public Health and Environment
 - Washington County Corrections
 - Mahtomedi School District
 - Stillwater School District
 - Forest Lake School District
 - 916th School District
 - SoWashCo School District
 - Head Start
 - Canvas Health
- What does this mean for us?



FRC Cottage Grove Location Update

- Coordinating with WC Corrections for permanent space in the Cottage Grove Service Center
- Space has:
 - Meeting space
 - Activities space
 - Kitchenette
 - Rest/prayer room
 - Storage
- Internal agreements in process
- Space modifications
- Planned activities



Closing and Next Steps

- Proposed next meeting:
 - Thursday, February 19 | Washington County Service and License Center | 5-6:30 p.m.
 - Virtual meetings going forward?
- What else? Anything for the project team? Anything for the next meeting?

