

MINUTES
BOARD OF DIRECTORS MEETING
MINNESOTA FAMILY SUPPORT & RECOVERY COUNCIL
Jimmy's in Sauk Rapids –November 15, 2007

Members present: Juan Martinez, John Stark, Jenna Penfield, Sandy Slocum, Grant Forsyth, Ruth Sundermeyer, Michelle Collins, Karen Strandemo, Nancy Menssen, Anne Bradley Sandy Thorne, Brian Buhmann, Diane Hall, Jolene Annen, Melissa Rossow, Terri Nielsen, Lori Lofrano, Robert Tipp, Carol Wacker, Robyn Krause, Jenny Nystrom, Lisa Kontz, Trygve Larsen.

Excused Absences: Julie Erickson, Lynda Flykt, Tracy Howe, Jennifer Stanfield, Rich Thielman, Yvonne Bibro, Mark Ponsolle, Pat Krauth.

1. The meeting was called to order by President, Juan Martinez at 11:07 am at Jimmy's in Sauk Rapids, MN.
2. Secretary's report: Secretary, Anne Bradley had previously distributed minutes for the meeting of October 10, 2007 by email. Motion by Sandy Thorne, 2nd by Grant Forsyth to approve the minutes of 10/10/2007. Motion carried.
3. Treasurer's Report: Report was distributed and summary given by Treasurer John Stark. Savings balance of \$10,103.31, checking account balance of \$1,456.01, and conference account balance of \$5000.00. Treasurer's report placed on file.
4. Collaborative Reports:
 - A. MSSA-John Stark reported that MFSRC will be providing 4 sessions at the MSSA Conference. The four sessions are The MN Strategic Plan, presented by Wayland Campbell and Greg Poehling, Paternity Program, presented by Molly Crawford, Workplace Harassment, presented by Bev Wolfe, Self Directed Work Teams, presented by Nancy Walker. He also reported that the MFSRC display board is at DHS. The DHS graphics department is updating the display board with the 2006-07 figures. Brian Buhmann stated that there is a delegate assembly tomorrow and they will be reviewing 95 proposals. MACSSA has the following 3 legislative proposals: full funding or adequate funding, automatic redirection, and no judgment renewal. Two other proposals were reviewed, one of which is still being discussed and has to do with custody. He also stated that Mark Ponsolle will be representing MFSRC at the assembly. Sandy Slocum informed the Board that she will also be there.
 - B. Child Support Advisory Board-Jenna Penfield reported regarding items that were discussed at the last meeting. The EFT pilot with employers will start the end of December and will run for two months. DHS will be providing flyers with EFT information to the Counties to include with income withholding notices. Abandoned Funds, any funds that are over 3 years old have to be distributed to the Department of Commerce. These funds will be transferred by November 2008. Web based adjustments project, phase 1 of this project is scheduled for spring of next year and will include DICR request and requests for copies of checks. SMI update, resolving duplicate participants if they are on Prism and Maxi's. If the participant is an NCP on Prism, the Prism information will be used and if the participant is a child or CP on Maxi, the Maxi information will be used. \$25.00 annual fee obligation in place. The obligations were built in 08/2007 for the year of 2007, and \$944,000.00 was collected on 44,556 cases. The obligations for the year 2008 were built in 10/2007 and \$100,000.00

was collected in 10/2007. MCE interface, the interface is up and running and conversion will run the beginning of 2008. ACP termination, the final clean-up is being done, no cleanup required by county workers. MEWS pilot was done last month, and DHS is trying to decide whether or not to go statewide next month. Tribal IV-D memo of understanding with White Earth has been signed and their expected start up date is the end of January 2008. DHS has met with Red Lake and expected start up is April 2008, and Mille Lacs expected start up is April 2009. Leech Lake has also applied. The Tribal IV-D units will not be maintaining cases on PRISM, but will have review access. There will be an indicator on CAST that will show what tribe has the case and enforcement actions will be done by the tribe. DHS is working on adding an indicator to code a PRISM case that needs to remain open, but no actions can be taken. DHS had concerns regarding the reduced collections in September, but has determined that the cause could be that there were only 19 positing days in September. Guidelines—Cola with Medical Offset currently in test—working on NCID to calculate correctly. Legislative Update—the proposals for 2008 include automatic redirection, judgment renewal, self support adjustment (reduce Child Care before Medical), change the distribution of PI offset to distribute to NPA arrears first, allow magistrates to provide parenting time adjustment if parties agree to the parenting time and there is no court order. DHS also supplied information regarding the Safe At Home Program, this program is people who have safety issues, can apply for an ID card through the Secretary of State. If a client has an ID card then all mailings need to go to the Secretary of State's PO Box assigned to the client.

- C. MCRA-Carol Wacker reported that the next meeting is 01/10/2008. She stated that the Collection Officers are updating the Statute Books, and in the past they have requested that MFSRC pay for the printing. However, this year they would like to have the books posted to the website, so that workers could go to the link and view or print what is needed. Grant Forsyth made a motion to accept MCRA's request to set up a link on the MFSRC website for the Statute Book, 2nd by Sandy Slocum. Motion carried.
- D. CSSA- Brian Buhmann reported that at the MACSSA fall conference there was a presentation on SHLIF to the directors. He also stated that on December 6, 2007 there will be a mini session on the 5 year Strategic Plan for the directors.
- E. MCAA- Lisa Kontz reported that MCAA will hold a seminar in May, so members should be watching for information that will be coming out on regarding this.

5. Old Business:

- 1) Policy on Subsidizing Training—tabled till next meeting.
- 2) New Member packets—Sandy Thorne reported that Julie Ellis had worked on this and Sandy but together a final packet that includes all the information. Thought is to have the packets posted on the MFSRC website, once the final updates have been completed. Motion by Robert Tipp, 2nd by Ruth Sundermeyer to have the final packet posted on the MFSRC website. Motion carried.
- 3) Past Policies/Procedures—Anne Bradley stated that she has only received two policies/procedures to be put in the binders. She will put together the binders with what she has and if anyone has anything that needs to be added, please send it to her. Sandy Thorne stated that at anytime a policy/procedure is updated it needs to be remembered that the update needs to be put in all 3 binders.

6. New Business:

- 1) Actions of the Executive Board since 1) the October meeting—Anne Bradley reported that the Executive Board had voted to approve a request from Kanabec County for to \$500.00 for a regional meeting..
- 2) 2009 Conference Site—Juan Martinez informed the board that it is the Program Committee's recommendation that the 2009 conference be held at Cragun's. Motion made by Grant Forsyth,

2nd by Sandy Slocum that the MFSRC 2009 Conference be held at Cragun's. Discussion followed regarding other locations. Grant Forsyth amended his motion to include that the Conference will be September 13th to the 16th, 2nd by Sandy Slocum. Motion carried.

7. COMMITTEE REPORTS:

1. Finance – no report.
2. Constitution & By-Laws – no report.
3. Legislation – Lisa Kontz reported that they met this morning and they looked over the DHS, MSA, and MACSSA's legislative proposals. All include redirection and judgment proposals, and MSA and MACSSA have a proposal on DEFRA funding. Ideas that came up this morning are language changes on items such as Medical Support, and Social Security issues. It is too late to submit these ideas to DHS, or MSA for their proposals, but MFSRC may go ahead on our own.
4. Historical – Grant Forsyth reported that MFSRC has been in existence for 35 years.
5. Education – Michelle Collins reported that they will be working on the policy for Subsidized Training to be reviewed by the Board at our next meeting. Their thoughts are to have a form on the MFSRC website so counties can make requests on line.
6. Public Relations – no report.
7. Conference Registration – no report.
8. Overall Conference – Sandy Slocum reported that the 2008 conference will be held September 7th-10th at Cragun's. Program Committee met this morning and things are on their way.
9. Conference Program – Jenna Penfield stated that Board member should be thinking of theme ideas. She also stated that the committee is looking for someone to work on the Supervisor and General Interest track.
10. Nominations & Elections – Sandy Thorne reported that the new members that were elected in October 2007 are here today, and she will be starting on next year's nominees at the next meeting.
11. Awards – no report.
12. Website – no report.
13. Conference Site – Grant Forsyth reported that 2008 conference will be at Cragun's, and the April Program Committee Only meeting will be held at Cragun's .
14. Newsletter Committee—Jenna Penfield reported that Tracy Howe is currently working on December's newsletter.

Motion by Grant Forsyth, 2nd by Jenna Penfield to adjourn. Motion carried. Meeting adjourned at 12:22 p.m.

Respectfully submitted,
Anne Bradley
Secretary-MFSRC