



Executive Committee Region 4 Behavioral Health Board

April 7, 2022, beginning 9:00 a.m. (MT)

Central District Health: 707 N. Armstrong Place, Boise, Idaho, 83704
(Physical distancing will be observed)

-OR-

Join Zoom Meeting

<https://us02web.zoom.us/j/85200942135>

Meeting ID: 852 0094 2135

One tap mobile

+13462487799,,85200942135# US (Houston)

+14086380968,,85200942135# US (San Jose)

Attendees:

Danielle Fanopoulos

Monica Forbes

Amber Hagler

Christina Smith

Brenda Willson

Laura Smith

Agenda Item	Notes
Welcome	Brenda Willson called the meeting to order on Thursday, April 4, 2022, at 9:05 a.m. Laura Smith took meeting minutes.
Follow up from R4BHB March Meeting <ul style="list-style-type: none"> • Mental Health Advocate Awardees • ICADD awardee stipend • ICADD exhibitor booth 	The Executive Committee discussed process updates for awarding the Mental Health Month Advocate awards in May and ICADD awardee stipend. Both processes are pending input from external parties at this point. The Committee also discussed the upcoming ICADD exhibitor booth volunteer opportunity and added a discussion item to the April Board meeting agenda.
Marketing Workgroup Update	There have been no Marketing Workgroup activities since the last meeting.
TIC Workgroup Update	The flyer for the Trauma Informed Conference has been finalized and is being distributed publicly. Danielle Fanopoulos shared that 158 of 300 available seats have already been registered.

Roles & Responsibilities – CDH vs. R4BHB vs. EC (Laura)	<p>Laura Smith shared a draft process document to help the Board, the Executive Committee and Central District Health understand and agree upon each other’s’ roles and responsibilities for facilitating Board meetings and activities. Cristina Smith suggested that a final version be added to the Board member binder.</p> <p>Executive Committee members will provide feedback for further review at the May meeting.</p>
Complaints Process Discussion	<p>The Committee would like to create a process and/or flowchart for how to receive and address feedback to and from Board members and from meeting guests. There may be concepts to pull from Open Meeting Law Executive Session discussions. Monica Forbes offered to share an example from other boards that could serve as a template. The Committee will discuss further in May.</p>
Effective Meetings Toolkit (Laura)	<p>Last month the Committee began a discussion about helping members and attendees better understand the expectations for participating in Board meetings. Laura Smith shared the CDH Effective Meetings Toolkit as a template for the Board to draw from. The Committee discussed the need to integrate rules for hybrid/virtual meeting settings as they are concerned about engagement by all Board members.</p> <p>The Committee will further review the CDH Toolkit and further discussion will take place in May.</p>
Sharing Personal Member Information	<p>The Executive Committee reviewed a redlined version of the Board Member Application to include an acknowledgement of sharing contact and professional information about Board members. The application will be voted on for approval by the Board during the April Board meeting.</p>
In-Person Participation Requirement	<p>Laura Smith shared the section of Open Meeting Law that requires a member of the governing body to be in person at meetings. Central District Health does not hold a place in the Board organization and therefore does not satisfy this requirement.</p> <p>The Executive Committee discussed how to satisfy this need going forward.</p>
Meeting Location	<p>Laura Smith shared that the largest conference room at CDH is now available for Board use and has been booked through June of 2023 for Board and Executive Committee meetings.</p>

	The Committee decided to table the conversation about returning to suggested in-person attendance in a couple of months.
Open Board Seats	<p>There are five open seats on the Board (two commissioners, MH Parent, SUD Advocate, Adult Corrections) with a sixth to open after April 22 (Prevention).</p> <p>Additionally, the following seats will be up for reappointment at the end of June: MH Family (M. Pirnie), MH Advocate (J. Wilson), DHW (A. Hagler), Prevention (R. Sprague), SUD Service Provider (D. Fanopoulos), Law Enforcement (R. Jensen).</p> <p>A discussion about open Board seats and upcoming appointments, as well as Executive Committee elections, was added to the April Board meeting agenda.</p> <p>The Committee requested that Laura send the updated application with open board seats to all Board members after the April Board meeting.</p>
Member Spotlight Schedule	The Executive Committee added a discussion of the Member Spotlight Schedule to the April Board meeting.
<p>Review and finalize April 2022 R4BHB Meeting Agenda</p> <ul style="list-style-type: none"> • Open Board Seats • TIC Flyer • EC Elections • Awareness Months • Board Agenda Item Calendar • Leadership Call Update • Mini-Grant Application + Invitation to Present • Community Presentation 	The April 2022 R4BHB Meeting Agenda was reviewed and finalized by the Executive Committee members.
Open Discussion	Due to time limitations, no open discussion was had.
Wrap-up	Monica Forbes adjourned the meeting at 10:40 a.m.

Next Executive Committee Meeting: May 5, 2022, beginning at 9:00 a.m.