



Executive Committee Region 4 Behavioral Health Board

May 5, 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, May 5 th at 9:06am.
Follow up from R4BHB April Meeting	The Executive Committee discussed the R4BHB's upcoming presence at ICADD. They asked Laura Smith to share out details about parking, booth location, timeslots, etc.
Roles & Responsibilities (CDH vs. R4BHB vs. EC) Feedback	The Executive Committee reviewed the document and agreed that the final version should be added to onboarding binders for new members. The document will serve as reminder, for the Executive Committee and subcommittee/workgroup leads especially, to understand what is their responsibility versus that of the CDH staff liaison.
Complaints Process Discussion	The Executive Committee continued their discussion from last month and agreed that any complaints should go to the Executive Committee for first review. It was Monica Forbes' understand that Region 1 had started that process. Monica will continue to ask around for ideas/examples

	from other boards. Monica and Brenda Willson will ask at the May BHB Leadership meeting for experiences and examples.
Effective Meetings Toolkit Feedback	The Executive Committee agreed that they would like to adopt the CDH Effective Meetings Toolkit for guidance about conduct and expectations during an R4BHB related meeting. They requested that the toolkit be added to the new member onboarding binder.
In-Person Participation Schedule Creation	Per Idaho Open Meeting Law, the governing body conducting the meeting, in this case the Board or Executive Committee, must have at least one person at the physical location listed on the meeting agenda. The Executive Committee agreed that this topic should be tabled until the new Executive Committee is voted in and then perhaps they could create a sign up for E.C. and Board meetings.
Open Board Seats <ul style="list-style-type: none"> Appointing Committee Meeting in June 	As of 5/5, there are six open Board seats. One more will open on 5/13. There are four additional seats that are up for reappointment as of 7/1. The Executive Committee asked Laura Smith to email a recruiting flyer to the Board and public distribution lists. The Executive Committee discussed that the lack of new and retained Board members is likely a reflection of what is happening with the general workforce. They speculated that because employers are losing staff and people do not have extra time for volunteer boards. Workforce capacity should be sure to be reflected on the next Gaps & Needs Report.
EC Elections Reminder	The Executive Committee added an action item to the 5/12 Board meeting for E.C. elections.
Mini-Grant Request Limit	Amber Hagler shared that she expects the Board will have about \$14,000-16,000 in carryover funds after FY22. Because of this, she suggested that the Board consider increasing the mini-grant limit to \$3,000. (It is currently \$2,500.) Monica Forbes shared that some Boards are granting up to \$5,000. The R4BHB has only made two mini-grant this fiscal year. The Executive Committee asked Amber to bring this up during the Board meeting next week.
Community Presentation Schedule	The Executive Committee would like to have a set schedule of community presentations to refer to for future Board

	meetings. They added a short discussion item on Board agenda as a call to ask others to share about their behavioral health programs and services in Region 4. They also asked Laura Smith to create a flyer and sign-up sheet for the ICADD booth.
Member Spotlight Schedule	The Executive Committee would like to have a set schedule of member spotlights to refer to for future Board meetings. The upcoming schedule is as follows: <ul style="list-style-type: none"> • Amber Hagler in May • Drew Holliday in June • No Board meeting in July • Jamie Giebler in August • Jake Wilson in October
Review and finalize May 2022 R4BHB Meeting Agenda	The May 2022 R4BHB Meeting Agenda was reviewed and finalized by the Executive Committee members. Monica discussed providing a moment of appreciation for Danielle Fanopoulus and asked Laura Smith to create certificate for her.
Open Discussion/Wrap-Up	In the absence of an elected Secretary, Brenda Willson volunteered to conduct attendance and introductions at the Board meeting next week. Brenda and Monica Forbes adjourned the meeting at 10:23 a.m.

Next Executive Committee Meeting: June 2, 2022, beginning at 9:00 a.m.