



## **Executive Committee Region 4 Behavioral Health Board**

May 7, 2020 9:00-10:30am

Zoom Meeting:

<https://us02web.zoom.us/j/9786256522?pwd=U2ljU3FIZEpHOUYzUkNpRmV4bUgvQT09>

**Attendance:** Sanda Kuzeta-Cerimagic, Vice-Chair; Jennifer Burlage, Treasurer; Monica Forbes, Secretary; Chris Christopher, Member-At-Large; Laura Smith, CDH

**Guest:** Rebecca Sprague, CDH

**Attendance Review:** Laura emailed the attendance spreadsheet following the Executive Committee meeting. The Executive Committee decided it wasn't necessary to contact anyone, but would see how some things pan out over the next couple months.

**Partnership for Success Grant:** Rebecca Sprague gave a brief report to the Executive Committee about the Partnership for Success programming for FY20 and FY21. Since joining CDH in April, Rebecca has been able to touch base with all FY20 subgrantees. Because of COVID, some subgrantees have had to reallocate funding from their originally intended activities, however most were able to complete all activities as planned through at least Q3. FY20 subgrantees have until June 1 to come up with alternative activities if there is anything they won't be able to complete, which will give CDH time to spend out any remaining funds as needed.

Ten applications were received for FY21. Rebecca has met with all requestors and is nearing the completion of a draft budget. The subsequent action plan and budget will be reviewed by a small group of Youth Behavioral Health Committee members prior to being submitted to the Office of Drug Policy.

**Mini-Grant Reporting:** R4BHB recently made its first subgrant to a project in Valley County. Although we outlined some general requests in the application, it did not outline any specific reporting requirements. At minimum, we'll want to know the number served/reach by the grant. Executive Committee members will share example reporting forms with Laura who will create a draft for review by the next EC meeting.

**BHB Leadership Call:** Neither Jen nor Sanda were able to attend. Laura shared the call notes from Mindy Oldenkamp with the Executive Committee.

**Gaps & Needs Workgroup:** Laura reminded the Executive Committee that a 2020 Gaps & Needs Workgroup needs to be formed. The group must include at least one Board member and it is a good way for folks to get involved with a committee on a short-term/temporary basis. The group will meet once a month and put a report together by September. The majority of the workgroup's time will be spent doing research on their own. This was made a topic of discussion for the Board at the May 14<sup>th</sup> meeting.

**Budget:** Jen surmised that the personnel spending will be less over the next month or so until Carly's former position is filled. Jen will check in with the Youth and Marketing Committees about their unspent budgets. CDH anticipates the mini-grant payout to occur in May, which is why it was not reflected on

this report. Laura shared an updated budget with April's costs following the Executive Committee meeting.

**Open Discussion:** The Nominations Committee is meeting on May 8 to review six Board members who would like to renew their placement. The Board has also received two applications for the Licensed Health Professional position, which will be reviewed on Friday as well.

**R4BHB May/June Meeting Agenda Reviews:** The May meeting agenda was reviewed and updated. The Executive Committee did not complete a review of the June agenda as time ran out.