



**Executive Committee Region 4 Behavioral Health Board
Special Session**

May 25, 2022, beginning 5:00p.m. (MT)

Central District Health: 707 N. Armstrong Place, Boise, Idaho, 83704

-OR-

Join Zoom Meeting

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

Meeting ID: 852 0094 2135

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Attendees:

Brenda Willson

Monica Forbes

Amber Hagler

Jen Burlage, DHW

Christina Smith

Jake Wilson

Laura Smith, CDH

Agenda Item	Notes
Discussion regarding Region 4 Behavioral Health Board Contract	<p>Brenda called the meeting to order at 5:08pm.</p> <p>Monica requested clarification from Jen Burlage about the options for the Board to receive administrative support.</p> <p>Brenda expressed confusion about due process for receiving the letter of Central District Health’s intention to cancel the contract with Department of Health & Welfare to support the Region 4 Behavioral Health Board without warning. DHW received the letter yesterday from CDH as well. Brenda and Monica expressed concern about this situation being misconstrued in a similar light to what has taken place in a neighboring region. Brenda would like to address the feeling that this decision was made without discussion through a letter.</p>

Laura shared that agency priority is to work on public health and CDH's role has become more administrative over time. CDH has offered support for the next three months to ensure a smooth transition.

Jen shared that the Board has multiple options. (1) The Board can choose to become an advisory board and the only commitment would be following statute including the Gaps & Needs Report and to host a website with hosting support from Department of Health & Welfare. With that option, the funding support is not included. (2) The Board could choose to partner with another governmental agency. In doing so, DHW would not be required to go through an RFP process to identify the fiscal agent. (3) The Board could choose to partner with a non-governmental agency to serve as a fiscal agent. That agency would be selected through an open competitive RFP process, which is estimated to take about 8 months.

Brenda asked if there was a possibility of a governmental agency, specifically CDH, could serve as a fiscal agent without providing administrative support. Jen agreed that was an option that CDH would need to agree to. The letter expressed CDH's intention to cancel the contract, not to rearrange the scope of work.

The discontinuation of the contract means that the funds paid by Department of Health & Welfare to Central District Health would not remain with the Board. The health district would keep those funds if they are not spent by the end of the contract period, in this case August 31, 2022 per the letter from CDH. Jen shared that previous experience with removing a Board from a public health district required additional time above the normal level of support. Laura shared that there are two mini-grants in process, for \$2,500 each, that have not been paid. Monica requested an updated balance sheet to discuss at the June Executive Committee meeting.

Jen explained that the advisory board model would continue to follow statute and two DHW staff would remain on the

Board. She does not believe there will be an MOU or MOA put in place – the relationship would be explained by statute.

Christina requested additional clarification about what administrative support by another agency. Jen explained that depending on what the Board decides to do that relationship would look different. She shared that some Boards have purely administrative support, whereas other regions, like this Board previously, had requested a higher level of staff knowledge and support including public health expertise.

Jen described that in many ways the advisory board model in another region is being realized as a community venture. Different organizations are contributing a place to meet, a website, and so on. They would need to fundraise on their own to do anything above and beyond the statute. That is similar to the model that was being implemented several years ago before the public health districts were asked to contract with DHW. CRDS's provided a level of support above administrative work, such as Bylaws development.

Monica asked what other government entities would be able to hold this Board contract. Jen shared that beyond the public health districts and counties, she will have to check. Monica questioned whether that could even be another public health district. Monica requested any ideas that Jen can provide to demystify the next steps for the Board.

Jen requested that while the Board has time to decide what they would like to do, DHW needs to know what direction the Board intends to take so they can get a website up, even if temporary.

Brenda and Monica discussed a need to add an action item about the Board calendar, including whether the Board should meet in July, to the next agenda. Monica requested Jen's presence at the June Executive Committee and Board meetings. Christina questioned whether Ross Edmunds should be invited as well.

	<p>Brenda requested that an action item be added to the Executive Committee agenda to create a response letter. Monica requested that an executive session be added to the Executive Committee agenda to discuss the Board contract.</p> <p>Christina expressed concern about the amount of work that this will take by the Board regardless of the model selected. There are several open Board seats and everyone would need to pitch in. Jen shared that DHW might be able to hire a temporary employee to provide part-time, limited-service administrative support staff if the Board needs help to establish their new model of operation.</p> <p>Brenda adjourned the meeting at 6:03pm.</p>
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Next Executive Committee Meeting: June 2, 2022, beginning at 9:00 a.m.