



Executive Committee Region 4 Behavioral Health Board

January 5, 2017 9:00-10:30am

Central District Health Department, Huckleberry Room
707 N Armstrong Place, Boise

In attendance: Kim Keys; Co-Chair, Christina Smith; Member-At-Large, Alexis Picking; CDHD, Jaime Aanensen; CDHD, Julie Nease; CDHD,

Attending by Phone: Jen Burlage; Treasurer, Brandi Hissong; Vice-Chair, Elizabeth Francis; Secretary, Rhea Morrison; Co-Chair, Crystal Campbell; IDHW- Division of Behavioral Health

Meeting called to order at 9:02

Attendance Review:

Not needed as the regular board meeting was cancelled in December.

Executive Committee Call – Crystal Campbell

Crystal thanked the Executive Committee for meeting with her to conduct the contract monitoring call. Crystal had emailed out surveys to the EC at the end of the year but members do not recall receiving it. Crystal will resend. She will also send out the results of the survey.

Discussion Items:

- *How does CDHD coordinate or plan support in creating community resources?*
 - The CDHD plays an active role in finding grants and has established a relationship with the RC&D for assistance. CDHD was instrumental in obtaining a grant through Blue Cross of Idaho.
- *How was the annual budget developed and what was CDHD's role in the process?*
 - The annual budget was developed in June. The CDHD looked at factors such as operating expenses and payroll requirements from the previous year. The recommended budget was sent to the Executive Committee for review and then sent to Crystal for acceptance.
- *What grants have been applied for?*
 - The Youth Behavioral Health Committee received a \$20,000 grant from Blue Cross of Idaho. This grant will fund "Youth Mental Health First Aid" training, educating teachers and community members in three school districts in Valley and Boise County for 2017.
 - The RC&D approved the proposal to seek out grants that will support the PEER Wellness Center. RC&D grant opportunities will be shared with Alexis, who will then share them with the Recovery and Wellness Committee. The Recovery and Wellness will decide which grants they will pursue and adhere to our grant policy to apply for the grants. Crystal Campbell will share this process with DBH and we (Executive Committee and Alexis) may give a presentation at the next State call.
- *What outreach has been done in the community to promote the BHB and how did you reach the outlying counties.*
 - The Board had discussed creating a pamphlet but this resulted in the development of a new logo. Conversation stopped there as the Board wanted to focus on grant writing.

The EC committee agreed that we need to focus more on promotion and outreach. The Board is working on a creating a new website that is more user friendly. Alexis has been gathering info information to improve the website.

- *Have there been any travel reimbursement request and were they timely?*
 - Brandi has had no problems other than original copies are needed which can create challenges but otherwise the process works very well.
- *Have the Board members received any trainings?*
 - All new members receive a 3 hour orientation from CDHD that goes over the purpose of the Board along with the responsibilities of Board members and reviews the Board bylaws, Roberts Rules of Order, Open Meeting Law, etc. Alexis has given a presentation to the Board on Roberts Rules of Order and has plans for more training.
- *Has any media coverage been produced?*
 - Alexis is currently working with Blue Cross of Idaho on a press release for the grant that was just awarded. Crystal asked that information on this be sent to her.
- *Have there been any trainings for other than for members such as for committees?*
 - ICADD Training was sponsored by the Board; there was confusion if it happened in 2016 or 2015. Alexis will be meeting with Committees to discuss and understand their purpose and roles along with information on how to pursue grants.
- *Have we had any legal support?*
 - There is some discussion about any liability effecting the grant and members protection. We are currently waiting for a response from risk management regarding coverage when committee members (who are not Board members) work on behalf of the Board.
- *Has anybody received any other funding?*
 - No. The Blue Cross of Idaho grant is our first funded project.
- *Who is administering financial on grant?*
 - CDHD
- *Has the Board been able to identify and/or address anything on the Gaps and Needs?*
 - The committee will meet in June to prepare to submit the report for next year.
- *Has there been any major changes to the BHB?*
 - There has been a bit of turnover for reasons such as retirement and a new County Commissioner. These positions have been filled and we have a complete Board. The CDHD has new administrative support. The Provider Committee was proving to be difficult to maintain, so the Idaho Integrated Behavioral Health Network (IIBHN) has become the committee. The IIBHN was a good fit as we can help support them and we have two Board members already on that committee. Brandi Hissong will start attending that meetings as well.

Crystal will complete her monitoring report and provide it to the Executive Committee.

St. Luke's Grant – Gina Pannell

Gina reported that they have not received notification from St. Luke's Community Health Improvement Fund yet but is 99% sure it they will be approved. The regional collaborative to improve patient care primary care recognizes behavioral health care as a priority. They are planning to host an event to discuss collaboration and co-management of patients with behavioral health needs. The event is specific to one of St. Luke's goal of preventing, detecting, and proving support mental health. She is looking at April or May to host the event. They have reached out to Dr. Ben Miller, a phycologist in Colorado, asking him to help spearhead the event. He is also being asked to present at the event along with a primary care provider. Gina would like to have the BHB in attendance to promote their efforts. Rhea offered access to St Luke's and to help to get the word out. Gina offered to come to meeting to present once a date has been established. Kim can also connect Gina for provider networks, OPTUM, and other list serves that she has available. The Board can also help market the event through their contacts. Once a date has been established, Gina will get with Alexis.

BCIF Grant Update – Alexis

The grant was awarded and runs from January 1 to December 31, 2017. Alexis has been working with Kendra Witt-Doyle at the Blue Cross of Idaho Foundation and the grant has been sent to Kendra for their signature. We are currently working on the press release. The grant allows 30 hours for Alexis to provide oversight and reporting. Alexis will meet with Youth Behavioral Committee to give an outline of her duties and next steps.

Close the Gap Update - ACA Replacement – Jaime Aanensen

Liz Woodruff is attending the January Board meeting to discuss Close the Gap. Jaime asked the EC if there is interest for the Board meet with state staff congressional delegates. Board members would need to schedule with staffers to present to the delegates. The Board will decide if they want to present as board members or as individual citizens at the BHB meeting.

Exit Survey – Alexis

Eight people have left the Board of which 6 of these still having good email address to send out the survey to. Five of the 6 responded to the survey. All provided good, constructive feedback that was honest and mostly positive. The results of the survey will be presented at the BHB meeting.

Engagement Survey – Alexis

An engagement survey will be sent out to Board members on Tuesday, Jan. 10th. Alexis asked the EC for suggestions or edits by the end of the day on 1/6/17. All members were in favor of creating a second survey for committee members. The engagement survey will be sent to Board on Tuesday, January 10th. This will be announced at the meeting and a deadline given to respond.

Board Chair and Member Best Practice Packet – Alexis

Alexis came across the Board Chair and Member Best Practice packet and thought it would be very useful for the Executive Committee to read. Even though it is geared towards nonprofits, much of it is relevant to the BHB. It contains great information to consider after the engagement surveys are returned. Kim asked everyone to read through the packet prior to the next regular meeting.

BHB Member Appreciation/Social Hour for February at Berryhill – Kim, Christina, Alexis

Alexis discussed the benefits of socializing outside the meeting to build stronger relationships. A member appreciation/social hour event is being planned for after the February regular meeting and can be held at Berryhill Restaurant. The meeting time would have to be moved to make for an easy transition to the event. It was pointed out that moving the meeting may be difficult for clinical members of the Board due to scheduling conflicts with other commitments. This is a one-time meeting change, and members who cannot attend will not be marked absent. The regular February meeting will be changed to 2:00-4:00pm with the social hour afterwards. The BHB will vote on having the social hour.

R4BHB Meeting Agenda Review

January is an ideal time for an annual review of signed documents. The EC would like a business meeting scheduled each year to review items such as the Conflict of Interest and Code of Conduct forms, any changes to the bylaws, etc. This will be brought to the Board to decide if this meeting should be scheduled each year. Code of Conduct and Conflict of Interest forms will be provided for BHB members to resign at the BHB meeting.

Adjourn 10:37