



Executive Committee Region 4 Behavioral Health Board

Dec. 6 2018 9:00-10:30am

Central District Health Department, Huckleberry Room

707 N Armstrong Place, Boise

Call in number 321-2337

Meeting called to order at 9:03am

In attendance: Kim Keys, Chair; Amy Korb, Vice-Chair; Rebecca Travis, Secretary; Jennifer Burlage, Treasurer; Alexis Pickering, CDHD; Carly Doud, CDHD

Absent: Chris Christopher, Member-at-Large

Attendance Review: Kyle Davis was the only member absent from the November meeting. This is his second absence.

Action Item

- *Rebecca will send Kyle an email reminding him that he's missed two meetings this fiscal year.*

Meet & Greet

Caterers: The two options for caterers are Open Table, and Rita Weaver (Rebecca's mother). The cost for Open Table is \$1,900 for 100 guests – this includes six options for appetizers, ice tea, water, cups, delivery, and pick-up. The total comes to about \$18.75/person. The cost for Rita is \$500 for five appetizer options, and \$600 for six appetizer options. She would handle the set-up, food management during the event, and most likely would help with take down. The committee voted to move forward with Rita. Kim will follow up with Opera Idaho so Rita can plan accordingly.

Action items:

- *Carly to send an email to Rebecca with her contact information, and Rebecca will forward this information to Rita so Carly and Rita can stay connected.*
- *Add Rita Weaver's name to the list of honorees.*
- *Rebecca to ask Rita to add something sweet and to include vegetarian and non-vegetarian options for the event.*
- *Kim will follow up with Opera Idaho to clarify the following items: Will a kitchen be available, will items such as linens and tables be available, when we will be able to use the docking area to unload items prior to the event.*

Speakers: Speakers for the event have been finalized and include Andrew Holmes, a graduate of the Mental Health Court as the keynote speaker followed by a Q&A panel with Ada County Commissioner Lachiondo, Ada County Sheriff Bartlett, and Boise City Police Chief Bones. Two or three questions will need to be prepared to use for the Q&A, however as there is only 30 minutes allotted, we need to make sure there is time for the attendees to ask questions. Anne Yates with the Ada County Sheriff's office asked if there will be a moderator for the event. At the

next meeting, a board member will be selected to be a moderator for the panel. If no board members volunteer, Amy stated that she could be the moderator. Amy mentioned that the Youth Behavioral Health Committee suggested that we invite Dotti Owens to be the speaker, however as we already have our speakers set for this year we will keep her in mind for next year. Carly is meeting with Andrew Holmes on Friday to discuss the event.

Action item:

- *Carly to add a tab to the Google document for "ideas for next year" and add Dotti Owens as a speaker there.*

Sponsors: St. Luke's has committed to sponsoring the event at \$1,000. A sponsorship request has been submitted to Saint Alphonsus for \$2,000 but we have not heard back yet. Carly will forward a copy of the Sponsorship Proposal to Commissioner Visser so he can follow up with Saint Alphonsus. Kim will send the sponsorship letter to Healthwise and Amy will reach out to Optum. Kim will also send the sponsorship proposal to Ryan so he can forward it to the Sheriff's office. To recognize the sponsors, we will create cards that list all of our sponsors including Rita.

Action items:

- *Carly to send sponsorship letter to Commissioner Visser*
- *Kim to send sponsorship letter to Healthwise and Ryan*
- *Amy to send sponsorship letter to Optum*
- *Carly to send a copy of the Sponsorship Proposal to the Executive Committee*

Invite list: The Meet & Greet is not a public event, so it cannot be promoted beforehand on social media. How much money we receive from sponsors will determine how many people can be invited. For this reason, the invite list cannot be opened up to the provider community as it is too large, and we are planning on 100 attendees. BHB committees will be invited to the event. The goal is to have more legislators attend the event. Melissa Wintrow will be at next week's Behavioral Health Board and Alexis stated she will dig a little deeper to get legislators to the event. Last year, Alexis and Carlos went to the Capitol inviting legislators to the event. Diana Wasser is interested in doing this with Carlos this year.

Action item:

- *Carly to forward Meet & Greet invite to committee leaders*
- *Alexis will follow-up with Diana and connect her with Carlos*

Miscellaneous: Last year there was a PowerPoint running throughout the night that highlighted the Board's successes. We also need to know logistical details such as what parking will be available, how early we can set up and where can we unload, if AV equipment will be available, and where attendees will park.

Action items:

- *Carly to send last year's presentations to the Executive Committee, so they can work on the presentation for this year*
- *Kim to follow up with Opera Idaho regarding set up time and location, parking, AV equipment, maximum occupancy, etc.*

Budget: We are right on track with our budget. Alexis will be phasing out on regular board duties and Carly will be take on that role. Alexis underspent for the Public Health Law Conference. Due to the \$1,600 carryover of funds from last year, the committees were allocated \$500 each (Youth, Recovery, and Marketing). Recovery has received their \$500. Amy will report back to the Youth Committee that they need to come up with a plan to use and spend their \$500 before the end of the fiscal year.

Member Survey: Carly presented the Member Survey to the Executive Committee. Themes that were noted in the survey included: 1) Increase presence in rural areas, 2) Increase involvement in community events, and 3) Review the operating system between CDHD & BHB and have increased input from the Board. Survey review has been added to the January agenda so there is an opportunity to discuss these themes with Board members and decide how to move forward.

Policy Agenda: Alexis shared that the Board should create talking points and determine policy priorities to be discussed at the Meet & Greet. The EC will ask Board members to identify their top policy priorities in order to facilitate a discussion at the Board meeting on Thursday.

Action item:

- *Amy to send a message to Board members when she sends out the meeting agenda to prepare for a discussion of their top policy priorities*

SPC Bylaws: The SPC bylaws were discussed by the Executive Committee. There seems to be some confusion with the roles between R4BHB and SPC. This month's BHB call was cancelled, and Kim asked Jen to participate in January's call. Jen suggested we forward the bylaws to Rosie and has her to look into it before the next call.

Action item:

- *Jen to forward bylaws to Rosie Andueza prior to the next SPC call.*

Partnership for Success Grant Update: Caroline Messerschmidt was originally supposed to start on December 17th, but her start date has been moved up until after the first of the year. She will attend the January R4BHB meeting. Amy asked that she also be invited to the Youth Behavioral Health Committee meetings. Alexis will share Caroline's email with Amy so she can start sending her the invites.

Action item:

- *Alexis to forward Caroline's contact information to Amy*

R4BHB Meeting Agenda Reviews: The December and January R4BHB Meeting Agendas were reviewed and updated.

Meeting adjourned at 10:31am