

**Executive Committee Region 4 Behavioral Health Board
December 3, 2015 3:00-4:30 pm
Huckleberry Room, Central District Health Department**

Attendees: Kim Keys, Co-Chair; Rhea Morrison, Co-Chair; Jess Wojcik, Vice Chair; Amy Korb, Secretary; Jennifer Burlage, Treasurer; Rebecca Lemmons, CDHD; Alaina Hayden, CDHD

Absent: Christina Smith, Member At Large

Meeting called to order at 1:42 p.m.

Kim Keys called the meeting to order.

ICADD Scholarship Application Review

The Executive Committee received nine ICADD Scholarship applications. All were reviewed, and the group agreed to move forward with submitting each application. Jennifer will get more information to determine how many applications can be approved for Region IV.

Board Attendance Policy Review

Amy, Jennifer and Kim met to review the Board Bylaws regarding the attendance policy. They developed recommended changes to the wording of the Bylaws to clarify the policy. The Executive Committee reviewed the proposed changes and approved them for presentation and a vote at the December Board meeting. Alaina will create a spreadsheet to track absences submitted to her on a monthly basis, and will report to Amy when any Board member accrues two absences.

Provider Committee Status

The Executive Committee discussed Provider Committee recruitment, as well as helping them with a charter process. Kim and Amy will communicate with the existing Provider Committee members, and will plan on talking about recruitment at the January Board meeting.

Follow-up Discussion from Optum Meeting

The Executive Committee reviewed the discussion that occurred at the meeting with Optum on November 19th. The Committee agreed that it would be helpful to create a Data Workgroup to establish questions and review data on an ongoing basis to help inform the Gaps and Needs Analysis. An overview of the meeting and the Data Workgroup proposal will be presented at the December Board meeting.

Youth Behavioral Committee Request Review

The Executive Committee reviewed and approved the Youth Committee's request for \$500.

Budget Review

Jennifer reviewed the current Board budget with the Executive Committee, specifically focusing on the operating dollars the Board has available for grant writing support and other items as needed or requested by the Board or subcommittees. The Executive Committee agreed to allot \$1350 to each subcommittee for grant writing support over the next year, and allocated \$500 to the Youth Committee as requested.

December Board Agenda Review

The Executive Committee decided to discuss creating a Data Work Group, as well as presenting and voting on R4BHB bylaw revisions at the December meeting in addition to the .

Standing Agenda Items

The Executive Committee will make a review of Board Attendance and the review of the upcoming Board meeting agendas as standing items for Executive Committee meetings.

Executive Committee Calendar

The Executive Committee sketched out a 2016 calendar with important dates to keep track of related to quarterly committee reports, Board and Executive Committee elections and Gaps and Needs Analysis completion.

Meeting adjourned at 3:21 p.m.