

Executive Committee Region 4 Behavioral Health Board
September 3, 2015 3:00 pm to 4:30 pm
Syringa Room, Central District Health Department

Attendees: Kim Keys, Co-Chair; Rhea Morrison, Co-Chair; Jess Wojcik, Vice Chair; Jennifer Burlage, Treasurer; Amy Korb, Secretary; Christina Smith, Member at large; and Rebecca Lemmons and Dawn Irons, CDHD

Meeting started at 3:07 pm

Jess suggested catching Kim and Rhea up on where things were at with the Executive Committee. The main focus has been partnering with Central District Health Department (CDHD) at this point. The Executive Committee discussed potential Board goals around a rural focus and the possible development of a transportation committee. It was asked if the goals were driven by the Executive Committee and then the Board was then informed. Jennifer stated that that was how it was presented from the previous Chair. It was suggested that at future meetings the Executive Committee will come up with suggested goals or priorities and then open them to discussion with the Board.

Youth Subcommittee Update: Jennifer and Rebecca met with this committee earlier this week and Jennifer reviewed the outcomes of the meeting. At the subcommittee meeting, Jennifer presented the upcoming process for subcommittees pursuing grants, and Rebecca provided a mini presentation of the Cliff Analogy to get people thinking of policy, systems and environmental changes. The Youth Subcommittee will present an update at the next Board meeting.

2015/16 Goals: The Executive Committee suggested that they would go to each of the subcommittees and explain roles of the Board and subcommittees and have Rebecca present the cliff analogy. Rebecca stated that the Executive Committee, along with herself, will need to work together to establish the process for roles, responsibilities and considerations when applying for grants.

In response to how the Board can assist the subcommittees, it was suggested that the subcommittees set up a charter, establishing their general goals and purpose. Rebecca asked if it would be worth pulling the chair and the appointed Board members from each of the subcommittees together to discuss the charter, budget, etc. Rebecca asked about a timeline for setting up this meeting. Jennifer asked if the Executive Committee would be able to do this between September and October. Rebecca will send out a Doodle Poll for dates in late September or early October to set up a time to schedule this meeting to provide orientation, gaps and needs analysis, cliff analogy presentation, discuss a charter and providing a charter template, and budget information. Topics assigned: Kim will do the gaps and needs analysis, Rebecca the cliff analogy, Jennifer the budget, and Rhea will address the charter.

September 10 Board Meeting Agenda: Reviewed and discussed. Topics and speakers assigned. It was suggested that all the subcommittees have a standing place on the Board agenda. Jennifer asked if Rebecca would do a PowerPoint slide for priorities for the Board.

IDAPA Proposed Changes: Suggested that Trina Clark provide a summary for the Board on the suggested IDAPA changes being discussed by legislation. Key component is in credentialing. 20 minutes suggested for on the agenda.

MOA Update: The MOA needs to be signed. Jennifer asked Kim and Rhea to sign. MOA signed.

State Planning Council: Jennifer proposed that they work in a small workgroup to review the information that Laura had gathered to complete the application. This application is needed so that the Board can apply for grants. Jennifer explained the application process. Jennifer and Jess will work on it. All members agreed.

October Meeting: Discussed time change suggestions and room set up. The DHW room is booked up until the Board meeting and the remainder of the day. Rebecca will be out of town for the October Board meeting, but Dawn will be available to take the minutes. Christina will not be available for next Executive Committee meeting. Please continue to funnel agenda items to Rebecca. Rebecca discussed the method and timeline for drafting EC and Board Meeting agendas. Rebecca asked about setting up the conference line. Jennifer provided contact information for DHW staff that can assist. Kim suggested possibly moving locations now that CDHD is providing the administrative support. CDHD staff will continue to explore options and provide suggestions to the Executive Committee if they find a workable option.

Meeting adjourned at 4:35 pm.