



South Central Behavioral Health Board

CRISIS CENTER WORKGROUP

MINUTES

MARCH 30, 2016

- I. **Meeting start:** 2:00 p.m.
- II. **Discussion Items** – (The Work Group is an advisory group and therefore makes decisions for future actions by consensus. No formal motions are enacted.)
 - a. Options to consider for a Behavioral Health Quick Care
 - RFP for service delivery: Scott Rasmussen indicated that since the legislative intent language specified regions to receive a Crisis Center, IDHW will not require an RFP from the region. The funds will be contracted directly to SCPHD as the fiduciary agent for the SCBHB.
 - It was determined to use an RFI process to solicit interested parties across all eight (8) counties. The intent was to provide the opportunity to all entities of south central Idaho.
 - A draft RFI will be developed by Rene, Scott, John, and Renee for presentation to the next WG meeting on April 6th.
 - The RFI will integrate portions of the state policies for RFI's as well as details from the application from Region 5 to IDHW.
 - b. Review of the RFP Process – State of Idaho
 - The Public Health Districts are exempted from the formal bidding process under the Division of Purchasing, Department of Administration.
 - It is strongly advised that the “process” outlined in policy by Division of Purchasing be followed in order to account for an impartial application process and selection criteria for awarding funding to a sub-contracted party to deliver services. This will include documentation of all WG meetings, written selection criteria, selection procedures, contract language for sub-contractors mirroring the IDHW protocol (CPS), and in-progress

reports and payments schedules for referral to the SCBHB for action with the BoH, SCPHD.

c. Timeline

- Receipt of funds – July 1, 2016
- RFI Announced – on/about April 13th – May 13th (2016)
- Selection of awardee – on/about Jul. 1st
- Facility development, staffing and preparation – Jul. 1st – Nov. 30th (2016)
- Ribbon cutting – on/about December 1, 2016 (or sooner if deemed ready).

III. Adjourn: 3:20 pm.