



South Central Behavioral Health Board

Executive Committee Meeting Minutes

December 13, 2017

Board Members (P-Present, E-Excused, T-Telephone, A-Absent)

- | | | | |
|---|---------------------------------------|---|---------------------------|
| P | Debbie Thomas, Chair | T | Mary Christy, Co-Chair |
| E | Renee Waite – Secretary | P | James Brown, SUD Consumer |
| P | Don Hall, Commissioner | P | Rick Huber, SUD Advocate |
| E | Sheriff Eric Snarr (LE - Minidoka Co) | | |

Administration:

Linda Montgomery, SCPHD BoH Chair (left at noon)
Nancy Andreotti – SCPHD (left at noon)

Guest(s):

I. Convene: 11:35 AM

II. Call to Order– D Thomas

- A. Roll Call/Housekeeping Items – N Andreotti
- B. Correspondence – none

III. Action Items

A. Approval of October 11, 2017, Executive Committee Meeting minutes.

Motion (Mary Christy, 2nd by Don Hall) "I move to approve the October 11, 2017, Executive Committee meeting minutes as presented." Motion passed.

B. Review/Approve October/November Financials – D Thomas

Motion (Don Hall, 2nd Rick Huber) I move to approve the October/November financial report for filing." Motion passed

C. Debbie asked that we move the State BH Contract Monitoring to this portion of the agenda to respect Crystal Campbell's time. Board approved.

D. Financial Policy Development – D Thomas

Examples from Region 7, Grant Request. First page is the grant policy & procedure, second page is the application. Mirror this example and funds are only spent if they fall in line with the R5 BH mission and meet one of the top 3-5 ranked things identified on the Gaps & Needs / Strategic Plan that year dependent on funds available. Outcome measures and report from grantee within 30 days of completion. Ex Com reviews and makes recommendations to the full board or Ex Com makes the decision and makes the recommendation to SCPHD to grant funds? Where will criteria be available for review, do we need a conflict of interest statement? Review with Jeremy and Linda Montgomery. Ask Nancy to change Regions 7 Grant Request to conform to the above and present to the Full Board at January 2018. Nancy to be the contact person.

Motion "I (Rick Huber, 2nd Don Hall) recommend we adopt the Region 7 Grant Procedure/Application with changes to reflect the SCBH Boards qualifications and requirements which will be listed on the scbhbdaho.org website. After ratification from the full board the grant application will be given to the SCPHD Financial Officer and Board Chair for review and approval. The Executive Committee will review initial applications for compliance with all requirements and present to the full board for approval of distribution of funds by SCPHD." Motion passed

E. Strategic Plan Development – M Christy

January meeting for full board will be 11:30 a.m. – 2:30 p.m. To allow time for development of Strategic Plan. Gaps & Needs to be sent out prior to meeting to refresh board members of needs identified in the community. Board members are to bring their top 2-3 priorities to set as goals for our strategic plan. Small group discussion of details to prioritize or bring up other things that had not been presented. Determining the two or three top prioritized. Need to send out a message stating that a meal will be provided (only if the meeting is made mandatory) and here is your homework assignment, come with your top five priorities. **No Action Needed**

V. Non-Action Items

B. State BH Contract Monitoring – Crystal Campbell

- **Process for distributing “free funds”** – Debbie explained that the SCBH Board was still in the process of developing their policy for distributing funds and that is an agenda item to today’s meeting. SCPHD is available to help with gathering information and finding examples of other districts grant processes.
- **Crisis Center Report (how are patients from other counties being transported to the CCSCI?)** Debbie explained that information had been asked for but had not been included in the most current CCSCI quarterly report. Debbie then asked for clarification of what Crystal was asking for. Crystal explained that she was trying to get a more in depth view of things that have been mentioned in SCBH Board minutes.
- **Suicide Bridge Signage** – Board member (Angenie McCleary) working to gather group of 3 or 4 people along with ITD to visit the Perrine and Hanson bridges to discuss placement and wording. Debbie stated that Angenie would be giving an update to the full board at the January 2018 meeting. It was mentioned that ITD may be willing to pay for this.
- **Integration of PH and BH services** - Debbie states she knows of no direct action steps to blend services between SCPHD and BH services. After Crystal left, Mary wondered what integration might look like and how other regions were addressing this. Rick commented that the State was at one point wanting Public Health to take on some BH services.
- **Any questions or requests** – None noted

C. Crisis Center Discussion –

- **Transportation** - Question regarding how patients are being transported was requested to be included in their quarterly report. Currently the report does not reflect that. The concern is that when someone is transported by LE that some people may have no way home. July 12, 17 minutes state two requests were made to know where people are being referred and how they are being transported to/from the CC. Counties are concerned with sustainability. Twin Falls County wants to know how the CC verifies the client is actually from TF County if they are going to be using county indigent funds and meeting the criteria for using it.
- **Outcome data** - on how the client is followed up with after they have left and repeat clients.
- **Facility update** – going to be providing recovery center in the unused space in the building where the CC is and may be part of the sustainability portion of the CC.
- **501-C3** – Complications with certifications and billing insurances and Medicaid?
- **R5BHB role with CC** – TF Co requesting to have a representative on the board. Full board vote to recommend they become a 501-C3. R5BHB relationship with CC is now just one of influencer. Through Strategic Plan if the CC is a 501-C3 we can collaborate with them with grants and funding for transportation.

F. Board member recruitment – J Brown

Once we nail down goals for the board over the next year, board recruitment will be easier when we can tell them exactly what our priorities are.

VI. Announcements

A. Next Ex Com meeting is February 14, 2018 and the next full board meeting is January 10, 2018.

VII. Meeting Adjourned 12:52 PM



Debbie Thomas
Chair, SCBHB

Mary Christy
Vice-Chair, SCBHB

Excused

Attest: Melody Bowyer, SCPHD Director