

# REGION 7 BEHAVIORAL HEALTH BOARD

## MINUTES

DECEMBER 18, 2015

11:30 AM – 1:00 PM

EIPH, 1250 HOLLIPARK DRIVE, IDAHO FALLS

| BOARD MEMBER ATTENDEES | Name  |                                     | Name                                |                                     | Name             |                                     |
|------------------------|---|-------------------------------------|-------------------------------------|-------------------------------------|------------------|-------------------------------------|
|                        | Capt. Sam Hulse, Chair  | <input checked="" type="checkbox"/> | Lisa Bell                           | <input type="checkbox"/>            | Tracey Sessions  | <input checked="" type="checkbox"/> |
|                        | Janet Goodliffe, Vice Chair   | <input checked="" type="checkbox"/> | Darin Burrell                       | <input type="checkbox"/>            | Todd Smith       | <input checked="" type="checkbox"/> |
|                        | Randy Rodriguez, Treasurer  | <input type="checkbox"/>            | Roger Christensen                   | <input checked="" type="checkbox"/> | Gayle Snowden    | <input checked="" type="checkbox"/> |
|                        | Sandra Baiocco, Secretary   | <input checked="" type="checkbox"/> | Crista Henderson (designee)         | <input type="checkbox"/>            | Elaine Sullivan  | <input checked="" type="checkbox"/> |
|                        |   |                                     | Brian Farnsworth                    | <input type="checkbox"/>            | John Tanner      | <input checked="" type="checkbox"/> |
|                        |   |                                     | Lisa Koller                         | <input type="checkbox"/>            | Jerilyn Taylor   | <input checked="" type="checkbox"/> |
|                        |   |                                     | Shawn LaPray                        | <input checked="" type="checkbox"/> | Hon. Joel Tingey | <input type="checkbox"/>            |
|                        |   |                                     | Stephen Malley                      | <input checked="" type="checkbox"/> | Lynne Trauntvein | <input type="checkbox"/>            |
|                        |   |                                     | Teriann Parker                      | <input checked="" type="checkbox"/> | Russ Wheatley    | <input type="checkbox"/>            |
| Rebecca Perrenoud      |   |                                     | <input checked="" type="checkbox"/> |                                     |                  |                                     |
| NOTES                  | By Phone: Janet Goodliffe<br>Excused: Randy Rodriguez, Lisa Koller, and Darin Burrell   |                                     |                                     |                                     |                  |                                     |
| OTHER ATTENDEES        | Martha Tanner, Dave Peters, Paul Roberts, Robert Sidwell, Kate Taylor, Jane Roberts, Matt Christensen, Geri Rackow, Holly Allen, and Emily Tonks<br>By Phone: John Hathaway and Dionne Chatel |                                     |                                     |                                     |                  |                                     |

## AGENDA TOPICS

WELCOME, INTRODUCTIONS, & ROLL CALL

SAMUEL HULSE, CHAIRMAN

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| Samuel Hulse called the meeting to order at 11:30 am.<br>Roll call completed.<br>Dave Peters attending as proxy for Randy Rodriguez. |
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ADDITIONAL AGENDA ITEMS

SAMUEL HULSE

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| IDHW RHBH website and SIM Application |
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APPROVAL OF MINUTES

SAMUEL HULSE

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| <b>DISCUSSION</b>  | The board reviewed the minutes from the November 20, 2015 meeting.                               |
| <b>MOTIONS</b>     | Teriann Parker motioned to approve the minutes as prepared. Elaine Sullivan seconded the motion. |
| <b>CONCLUSIONS</b> | Motion Passed with all present board members voting for the motion.                              |

IDHW RBHB WEBSITE

SAMUEL HULSE

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| <b>DISCUSSION</b> | Now that the RBHB has a new location for the website with EIPH it is put to the board to vote on discontinuing using the website with IDHW.   |
| <b>MOTIONS</b>    | Crista Henderson motioned to discontinue IDHW RBHB website and to run through EIPH RBHB website only. Shawn LaPray seconded the motion. Motion Passed with all present board members voting for the motion. |

SIM APPLICATION

SAMUEL HULSE

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| <b>DISCUSSION</b>   | It was made known to the chairman on December 1st that the deadline for the Sequential Intercept Mapping (SIM) for Early Diversion workshop application was due December 4th. This workshop had been applied for last year but was not awarded. The chairman made the decision to move forward with the application this year, and due to the time sensitivity it was not presented to the board prior to submission. A brief description of what the SIM workshop entails was read to the board. The completed application was submitted on December 4th by EIPH support staff and selected communities will be notified on or before January 4, 2016. |                 |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
| EIPH support staff to email a copy of the completed SIM application to all board members. | Emily Tonks   | 12/28/2015      |

LUNCH AT BOARD MEETINGS DISCUSSION

JANET GOODLIFFE, VICE CHAIR

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| <b>DISCUSSION</b>  | The board voted a year ago to discontinue the providing of lunch at the board meetings. Members discussed how the funds have been better spent toward assisting the community following that decision. It was pointed out that RBHB funds can be used to strengthen the board and it was also noted that in the past there were more attendees to the board meeting when lunch was provided. The RBHB follows Idaho State policies for food at meetings and the board could make a policy to allow for lunch at the meeting but that policy would then need to be approved by the Board of Health. |
| <b>MOTIONS</b>     | Elaine Sullivan motioned to not provide lunch or refreshments at the RBHB meetings. John Tanner seconded the motion. Motion Passed with all present board members voting for the motion.   |
| <b>CONCLUSIONS</b> | Board members and other attendees are welcome to bring their own lunch to eat during the meeting.  |

NEW BOARD MEMBER ORIENTATION POLICY

SAMUEL HULSE

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| <b>DISCUSSION</b>  | Randy Rodriguez prepared a first draft of the new board member orientation policy that is a requirement of the Readiness Application. Clarification was made on the requirement of new board members to review documents and it was decided that the chair or vice chair would be responsible for introducing new board members at the RBHB meeting. It was proposed to combine items 1 and 2 to reduce repetition. |
| <b>MOTIONS</b>     | Sandy Baiocco motioned to accept, with the changes discussed, the new board member orientation policy to be ready for the Readiness Application. Elaine Sullivan seconded the motion. Motion Passed with all present board members voting for the motion.   |
| <b>CONCLUSIONS</b> | Revisions will be completed to the policy and included with the Readiness Application.  |

READINESS APPLICATION

GERI RACKOW

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| <b>DISCUSSION</b> | The Readiness Application is waiting for two pieces for the application to be complete; both require the board's approval: new member orientation policy and revisions made to the by-laws. The board was asked to review and provide any feedback and questions on items within the Readiness Application. |
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SUBCOMMITTEE REPORT – BYLAWS

JOHN TANNER

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| <b>DISCUSSION</b>  | The board reviewed the proposed changes and the subcommittee provided clarification on additions, deletions, and all other changes. Article 2, Section 1: need to update to the current Idaho Statue number. Article 2, Section 2: addition of ad hoc statement from Idaho Statute 39-3134. Article 3, Section 3: June has been selected as the annual meeting date to coincide with the end of the state's fiscal year. Article 4, Section 3: add "on a case-by-case basis" as no policy will be made at this time. Article 5, Section 4: strike out voting via email as it does not comply with open meeting laws. Article 6, Section 1: 'm' moved to article 7. Article 8, Section 3: added as it is appropriate to review the bylaws and evaluate functionality yearly. |
| <b>MOTIONS</b>     | Gayle Chip Snowden motioned to accept the bylaws with the changes discussed. Elaine Sullivan seconded the motion. Motion Passed with all present board members voting for the motion.   |
| <b>CONCLUSIONS</b> | Discussed changes will be completed to the bylaws and they will be included in the Readiness Application.   |

FAMILY TO FAMILY NAMI PROGRAM

JANE ROBERTS

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| <b>DISCUSSION</b> | Jane Roberts, President of NAMI Upper Valley, provided copies of the NAMI Family to Family flyer and a monetary break down of the class expenses. They receive some in-kind donations to make photo copies but a large amount of the costs are in the binders. The out of pocket cost is \$90 per class of 10 participants. The class is offered in Idaho Falls and Rexburg currently and starting in February will be offered in Blackfoot. Tracey Sessions will donate binders from the state hospital and offered to help with making copies. Multiple board members voiced support of this program as it provides relevant and supportive information to families. |
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LEGISLATIVE TOOLKIT

SAMUEL HULSE

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| <b>DISCUSSION</b>  | The board looked over the list of potential legislative issues included on the last page of the legislative toolkit. Recovery Center funding is a concern as The Center for Hope in Bonneville County will not be awarded the Millennial Fund due to there not being enough data, as the center has only been open for a short time. The board will review at the January meeting options for the Recovery Center including moving it back under the RBHB as a subcommittee. |
| <b>CONCLUSIONS</b> | At the January meeting the board will look at how to support both the Crisis Center and the Recovery Center.   |

RBHB LETTERHEAD

SAMUEL HULSE

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| <b>DISCUSSION</b> | Option for a RBHB letterhead was reviewed. Members of the board requested to have their credentials included on the letterhead. |
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| <b>MOTIONS</b>  | Postponed voting until the January meeting.   |                 |  |
| <b>CONCLUSIONS</b>  | EIPH support staff will update the letterhead and have it ready for the January board meeting for approval. |                 |  |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |  |
| EIPH support staff will email all the board members to ensure correct spelling of names and inclusion of correct credentials. | Emily Tonks   | 12/28/2015      |  |

STATE HOSPITAL SOUTH UPDATE

TRACEY SESSIONS

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| <b>DISCUSSION</b> | Tracey Sessions reported on the number of admissions for Region 7 thus far into the fiscal year as compared to past years. The physical limitations of not only State Hospital South, as it is not considered to be a secure facility, but also those of the Department of Corrections, only 3 male beds for the dangerously mentally ill and no female beds, were discussed. Fortunately, the state hospital does really well to get people in and treated with a medium length of stay around 30 days. |
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SUBCOMMITTEE REPORT – CMH

TERIANN PARKER

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| <b>DISCUSSION</b>  | Minutes for last month's subcommittee meeting were included in the meeting materials. It should be known by December 31st if the Blue Cross Grant application is accepted. Blue Cross did request additional information which was collected and sent in on December 1st. The Jeff D settlement will be high the legislative agenda and there is plans for a presentation to the board next month on this item. The subcommittee is looking forward to the Children's Mental Health Awareness week and Tracey Sessions requested that the adolescent population at the state hospital be included. Respite funds are available to be utilized but the challenge is finding providers. Families have the option to select who they would like to use for respite and are not limited to established respite providers, which are few in number. The community needs to be informed of how respite can be used. |
| <b>CONCLUSIONS</b> | Pat Martel has been approached and is planning to provide an overview of the Jeff D settlement at the January board meeting.  |

COMMUNITY ENGAGEMENT REPORTS

SAMUEL HULSE

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| <b>DISCUSSION</b> | No reports provided. |
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LOCATION OF FUTURE MEETINGS

SAMUEL HULSE

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| <b>DISCUSSION</b> | A discuss did not occur on this agenda item as by this point in the meeting there was no longer a quorum present for voting purposes. |
| <b>MOTIONS</b>    | Postponed voting until the January meeting where the board will readdress this agenda item.   |


PUBLIC COMMENT

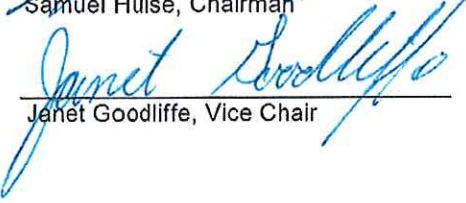
SAMUEL HULSE

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| <b>DISCUSSION</b> | No comments. |
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| <b>OTHER BUSINESS</b>          | United Way needs to be informed to get the Crisis Center, Recovery Center, and RBHB listed correctly.  |
| <b>HANDOUTS / LINKS</b>        | None.  |
| <b>NEXT MONTH AGENDA ITEMS</b> | <ul style="list-style-type: none"> <li>- Optum Quarterly Report: Dionne Chatel</li> <li>- Jeff D Presentation: Pat Martel</li> <li>- Recovery Center: Sandy Baiocco</li> <li>- RBHB Letterhead</li> <li>- Location of RBHB Meetings</li> </ul> |
| <b>MEETING ADJOURNED</b>       | Motion was made, seconded, and passed to adjourn the meeting at 1:20 pm.   |
| <b>NEXT MEETING</b>            | 1/15/2016 at 11:30 am – 1:00 pm at EIPH, 1250 Hollipark Drive, Idaho Falls   |

These minutes were approved at a regular board meeting on the 15th day of January, 2016.

Signatures:   
Samuel Hulse, Chairman

  
Janet Goodliffe, Vice Chair