

# Idaho State Behavioral Health Planning Council

Pete T. Cenarrusa Building, 3<sup>rd</sup> Floor

P.O. Box 83720

Boise, ID 83720-0036

## Regional Behavioral Health Board Application (RBHB)

Region: 7	
RBHB Chair: Sam Hulse	Partnering Entity Contact: Geri Rackow
Contact Phone: (208) 529-1375	Partnering Entity Contact Phone: (208) 533-3163
Email Address to use for RBHB:	<a href="mailto:R7BHBChair@eiph.idaho.gov">R7BHBChair@eiph.idaho.gov</a>
Partnering Entity Contact E-mail:	<a href="mailto:gtrackow@eiph.idaho.gov">gtrackow@eiph.idaho.gov</a>

**Per Chapter 31, Title 39 Idaho Code, RBHB have three options:**  
**Remain advisory to State Behavioral Health Authority and provide no services**  
**Become free-standing government entity and provide services**  
**Partner with another entity to provide services**  
**Regardless of choice, the first section below must be addressed. Responding to the next sections depends on the choices being made by the region regarding who will provide client services. Some section items need only be checked indicating the RBHB has completed this step. Others require the section item be checked and the associated documentation be attached.**

Regional Behavioral Health Board Criteria for Readiness:	Check if completed
<b>Section 1</b>	
<b>1. Board Membership:</b> <ul style="list-style-type: none"> <li>Attach list of board members and membership role they fill as outlined in Idaho Code 39-3134.</li> </ul>	<input checked="" type="checkbox"/>
<b>2. Executive Board Membership:</b> <ul style="list-style-type: none"> <li>Attach executive board members and offices held.</li> </ul>	<input checked="" type="checkbox"/>
<b>3. New Board member orientation/policy</b> (will attach one approved by the R7BHB)	<input type="checkbox"/>

<b>4. Establishment of Children’s Subcommittee</b> <ul style="list-style-type: none"> <li>Attach description of role of this subcommittee in relationship to the RBHB.</li> </ul>	<input checked="" type="checkbox"/>
<b>5. By Laws:</b> <ul style="list-style-type: none"> <li>Attach by-laws. (will attach one approved by the R7BHB)</li> </ul>	<input type="checkbox"/>
<b>6. Mission and Vision Statement</b> <ul style="list-style-type: none"> <li>Attach Mission and Vision Statement</li> </ul>	<input checked="" type="checkbox"/>

<b>If region will be partnering with another entity, please provide the following information:</b>	
<b>Criteria for Readiness:</b>	<b>Check if completed</b>
<b>Section 2</b>	
<b>1. Who is the partner?(please attach)</b> <ul style="list-style-type: none"> <li>How long have they been in business?</li> <li>Attach list of location (If more than one location, please list all)</li> <li>Attach statement from entity on willingness to partner.</li> </ul>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>
<b>2. Relationship between RBHB and partnering entity.</b> <ul style="list-style-type: none"> <li>Executive committee by and between the RBHB and partnering entity.</li> <li>Membership description and responsibilities</li> <li>Communication Plan</li> </ul>	<input checked="" type="checkbox"/>
<b>3. Evidence to show partnering entity is capable of doing business, including an established fiscal and employee structure in place.</b>	<input checked="" type="checkbox"/>
<b>4. Evidence the partnering entity is capable of providing services the RBHB is taking responsibility for. I.C. 39-3135</b> <ul style="list-style-type: none"> <li>Attach description of what services will be provided.</li> <li>Attach description of role of each partner in providing client services.</li> <li>Attach description of Family Support Services to be offered or existing.</li> <li>Attach description of Recovery Support Services to be offered or existing.</li> <li>Attach description that the plan is recovery-oriented and consumer driven.</li> </ul>	<input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>

<b>5. Mission and Vision statements from partner?</b> <ul style="list-style-type: none"> <li>• Attach each.</li> </ul>	<input checked="" type="checkbox"/>
<b>6. Contract by and between partnering entity and Department of Health and Welfare</b>	<input checked="" type="checkbox"/>
<b>7. Method of Service provision</b> <ul style="list-style-type: none"> <li>• Services provided by the partnership</li> <li>• Services delivered by contracted agencies</li> </ul>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<b>8. Date collection process for year-end report.</b> <ul style="list-style-type: none"> <li>• Attach process for data collection for year-end report.</li> </ul>	<input checked="" type="checkbox"/>
<b>9. Program evaluation process for year-end report:</b> <ul style="list-style-type: none"> <li>• Attach process for program evaluation for year-end report.</li> </ul>	<input checked="" type="checkbox"/>
<b>10. Criminal history checks for individuals delivering services</b> <ul style="list-style-type: none"> <li>• Attach Plan</li> </ul>	<input checked="" type="checkbox"/>

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**Section 1.1 & 1.2 – Board Membership / Executive Board Membership**

**Region 7 Behavioral Health Board Membership Roster**

<b>October 2015 – 2016</b>	
Chair	Capt. Sam Hulse
Vice Chair	Janet Goodliffe
Secretary	Sandra Baiocco
Treasurer	Randy Rodriquez

December 1, 2015

<b>Board Seat</b>	<b>Name/Agency</b>	<b>County</b>	<b>Term</b>	<b>Term End</b>
County Commissioner	Brian Farnsworth	Jefferson	2	July 2016
County Commissioner	Todd Smith	Madison	3	July 2017
County Commissioner	Roger Christensen	Bonneville	4	July 2018
Health & Welfare Representative	Randy Rodriquez	Region	2	July 2016
Health & Welfare Representative	Tracey Sessions	Region	3	July 2017
Law Enforcement Officer	Capt. Sam Hulse	Bonneville	4	July 2018
Judiciary Representative	Hon. Joel E. Tingey	Region	2	July 2016
Hospital Representative	Shawn LaPray	Bonneville	4	March 2018
Licensed physician or health practitioner	Lynne Trauntvein	Bonneville	4	July 2018
Parent of a child with an SED	Teriann Parker	Bonneville	2	July 2016
Adult Corrections Representative	Russ Wheatley	Region	3	July 2017
Parent of a child with a Substance Use Disorder	Gayle Snowden	Bonneville	4	May 2018
Mental Health Advocate	John Tanner	Bonneville	2	July 2016
Substance Use Disorder Advocate	Lisa Bell	Bonneville	3	July 2017
Adult Substance Use Disorder Consumer Representative	Stephen Malley	Bonneville	3	July 2017
Adult Mental Health Consumer Representative	Lisa Koller	Bonneville	2	July 2016
Family member of Adult Mental Health Consumer	Jerilyn Taylor	Bonneville	3	Oct. 2017
Family Member of Substance Use Disorder Consumer	Sandra Baiocco	Bonneville	4	March 2018
Mental Health Treatment Provider	Elaine Sullivan	Bonneville	2	July 2016
Substance Use Disorder Treatment Provider	Rebecca Perrnoud	Bonneville	3	July 2017
Juvenile Justice Representative	Darin Burrell	Fremont	2	July 2016
Representative of Elementary or Secondary Public Education	Janet Goodliffe	Madison	3	July 2017

### **Section 1.3 – New Board Member Orientation Policy**

**(need to include one approved)**

### **Section 1.4 – Establishment of a Children’s Subcommittee**

The R7BHB has established a Children’s Mental Health Subcommittee whose role is to ensure that the mission of the R7BHB addresses the unique needs of the community for those under the age of 21 by providing awareness and support, addressing gaps and needs, making recommendations, and researching and developing ways to help and educate the community, children, youth, adolescents, and their families to the distinctive needs of the CMH population. These responsibilities are not limited to behavioral health concerns but also include education on the vast array of other factors that affect the lives of children and their families and involve partnering with the community to identify the gaps and needs within those respective communities.

### **Section 1.5 – Bylaws**

**(need to include one approved)**

### **Section 1.6 – Mission and Vision Statement**

Region 7 Behavioral Health Board:

#### **Mission**

To improve our systems of care within Region 7 for those affected by behavioral health issues. We will do this by evaluating gaps in services, encouraging collaboration among stakeholders, ensuring monitoring of critical statistics, and developing strategic plans based on the information.

#### **Vision**

To be a valued partner that promotes the health and quality of life for our communities and its members. To provide leadership and devotion of resources that focuses on prevention, treatment, recovery, and overall wellbeing of people with behavioral health problems.

## Section 2.1 - Who is the partner?

Eastern Idaho Public Health (EIPH) is the partner with which the Region 7 Behavioral Health Board has chosen to partner. EIPH has been in existence since 1970 when the Idaho Legislature created the state's Public Health Districts (Title 39, Chapter 4 Idaho Code). EIPH serves the counties of Bonneville, Clark, Custer, Fremont, Jefferson, Lemhi, Madison, and Teton Counties as has offices at the following locations:

### **Bonneville County**

1250 Hollipark Drive  
Idaho Falls, ID 83401  
(208) 522-0310

### **Clark County**

332 West Main  
Dubois, ID 83434  
(208) 374-5216

### **Custer County - Challis**

1025 N. Clinic Road, Suite A  
Challis, ID 83226-0508  
(208) 879-2504

### **Custer County - Mackay**

301 Cedar  
Mackay, ID 83251  
(208) 588-2947

### **Fremont County**

45 South 2<sup>nd</sup> West  
St. Anthony, ID 83445  
(208) 624-7585

### **Jefferson County - Rigby**

380 Community Lane  
Rigby, ID 83442  
(208) 745-7297

### **Jefferson County – Mud Lake**

1078 E. 1500 N.  
Mud Lake, ID 83450  
(208) 663-4860

### **Lemhi County**

801 Monroe  
Salmon, ID 83467  
(208) 756-2123

### **Madison County**

314 North 3<sup>rd</sup> East  
Rexburg, ID 83440  
(208) 356-3239

### **Teton County**

820 Valley Centre Drive  
Driggs, ID 83422-0133  
(208) 354-2220

EIPH is fully committed to partnering with the Region 7 Behavioral Health board (R7BHB) as evidenced by the execution of a Memorandum of Understanding between EIPH, R7BHB, and Idaho Department of Welfare, as well as a contract between EIPH and Idaho Department of Health and Welfare (copies of both documents are attached).

## Section 2.2 – Relationship between RBHB and Partnering Entity:

As stated above, EIPH has entered into a contract with IDHW to provide administrative and support services to the R7BHB. As a result, the R7BHB has elected not to create an Executive Committee, as the power and duty of the Executive Committee outlined in 39-3133 Idaho Code will be carried out by EIPH, the partnering entity.

EIPH is governed by a Board of Health, members of which are county commissioners from each of the eight counties served by EIPH, as well as one physician representative. Duties of EIPH's Board of Health are outlined in Idaho Code 39-414. EIPH's current Board of Health is comprised of the following individuals:



**Lee Staker**  
Chairman  
Bonneville County  
Term: 2008-2018



**Dr. Barbara Nelson**  
Vice Chairman  
Physician Representative  
Term: 2006-2016



**Greg Shenton**  
Clark County  
Term: 2001-2017



**Lin Hintze**  
Custer County  
Term: 1997-2017



**Lee Miller**  
Fremont County  
Term: 2011-2018



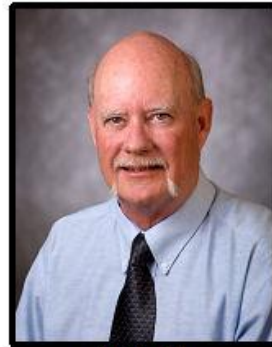
**Brian Farnsworth**  
Jefferson County  
Term: 2013-2015



**Ken Miner**  
Lemhi County  
Term: 2015-2016

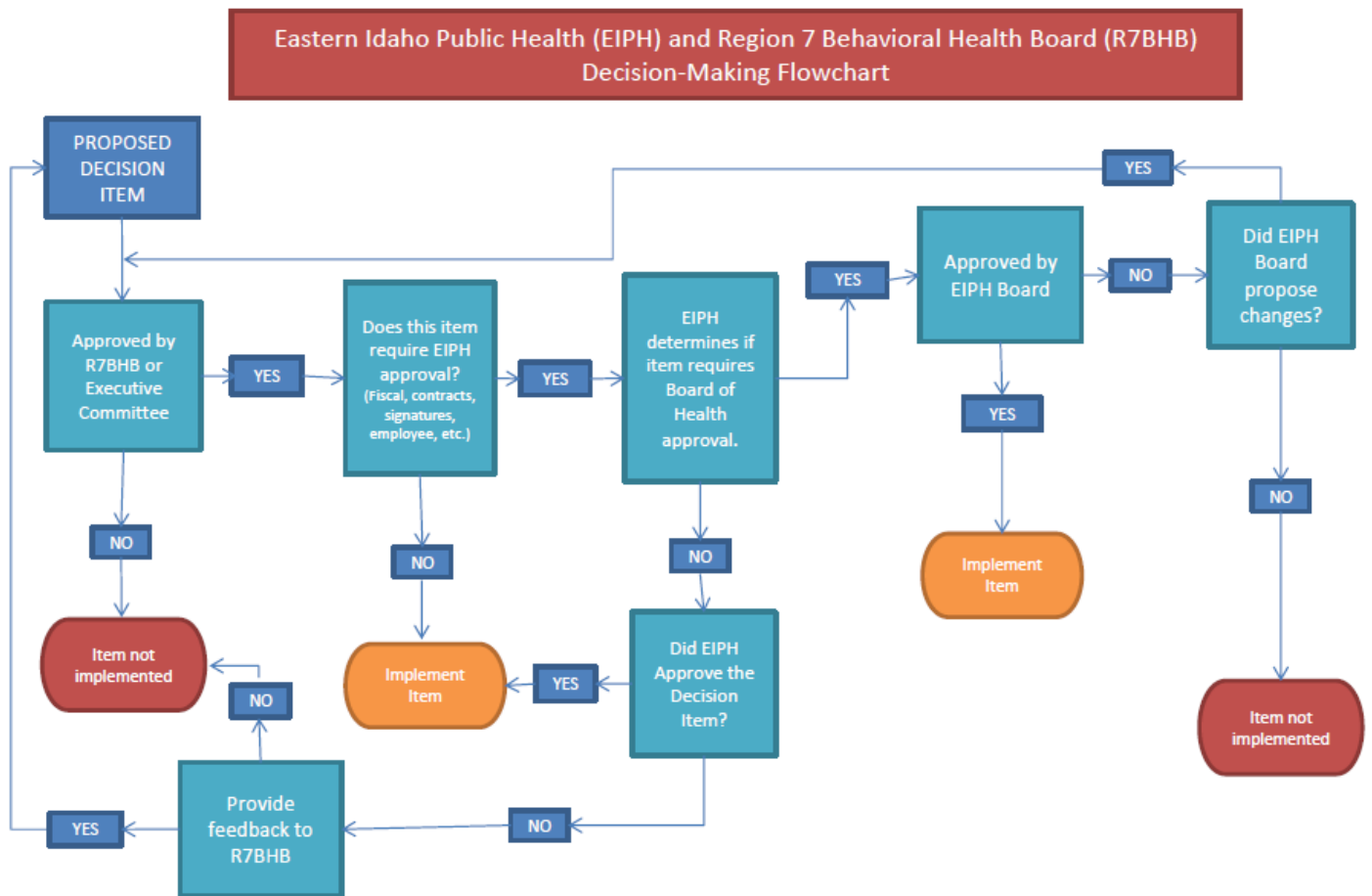


**Kimber Ricks**  
Madison County  
Term: 2009-2019



**Bill Leake**  
Teton County  
Term: 2015-2019

In addition, the R7BHB and EIPH Board have developed the following flow chart which outlines our agreed upon decision-making process.



Communication Plan: EIPH’s director and/or designated EIPH staff will attend all R7BHB meetings and serve as the liaison between the R7BHB and EIPH Board of Health. Reports will be given on a regular basis to EIPH’s Board of Health (at least annually) as is routinely done with all programs/services provided by EIPH. Relevant information from the EIPH Board of Health will also be reported to the R7BHB by EIPH staff.

**Section 2.3 – Evidence to show partnering entity is capable of doing business, including an established fiscal and employee structure in place.**

As stated previously, EIPH has been operating since the 1970s. EIPH has a fiscal office staffed with a full time Fiscal Officer and assistant. EIPH utilizes the Idaho State Treasurer’s Office to facilitate cash transactions and the Idaho State Controller’s Office using the STARS computer system to track transaction activity. Employee structure is handled under the Idaho State Division of Human Resources. Pay and benefits are structured under Idaho State codes, rules and policies along with EIPH policies. EIPH prepares regular financial statements audited under the rules of the Federal single audit act by the legislative auditors. Past audit reports can be seen at <http://www.legislature.idaho.gov/audit/auditsummaries.htm>.



## **Section 2.4 - Evidence the partnering entity is capable of providing services the RBHB is taking responsibility for I.C. 39-3135**

It is not the intent of EIPH or R7BHB for EIPH, the partnering entity, to directly provide any of the community family support and recovery support services outlined in I.C. 39-3135. At the current time, the R7BHB has not determined if/how it will develop said services. At such time the R7BHB determines which of these services are to be developed, EIPH will contract, on behalf of the R7BHB, with qualified community providers who will provide the services.

## **Section 2.5 – Mission and Vision statement of Partnering Entity**

The Mission of Eastern Idaho Public Health is:

- To prevent disease, disability and premature death;
- To promote healthy lifestyles; and
- To protect and promote the health and quality of our environment.

To accomplish this mission, Eastern Idaho Public Health provides clinics, health education, consultative services, referrals for special medical care, environmental health protection, and epidemiological investigation. These services are available to every resident within our eight-county area.

## **Section 2.7 – Method of Service Provision**

- Services provided by the partnership – outlined in the contract between EIPH and IDWH, which is attached.
- Services delivered by contracted agencies – none at this time

## **Section 2.8 – Data Collection Process for Year-End Report**

EIPH will document all meetings of the R7BHB, providing them monthly to IDHW as required by the contract. In the event a monthly R7BHB is not held, EIPH staff will generate a monthly Activity Summary Report. Financial reports will be given to the R7BHB on a quarterly basis which will also be documented in the meeting minutes. At such time EIPH enters into contractual relationships with community providers for the delivery of services outlined in I.C. 39-3135, quarterly progress reports of the services provided will be reported to the R7BHB. All of these documents will be used in the development of a year-end report.

## **Section 2.9 – Program Evaluation Process for Year-End Report**

EIPH will participate with the R7BHB in the development of an Annual Gaps and Needs Analysis. In addition, the EIPH director will solicit input from the R7BHB at least annual on the performance of EIPH staff providing administrative and support services. At such time EIPH enters into contracts with community providers to deliver family and recovery support services on behalf of the R7BHB, a performance evaluation component will be included as part of the contract. Performance evaluation of service provided will be reported to the R7BHB at agreed upon intervals.

## **Section 2.10 – Criminal history background checks for individuals delivering services**

At this time, no family support or recovery support services are being provided on behalf of the R7BHB or EIPH. At such time a contract is entered into with a community provider for the delivery of such services, the requirement for criminal history background checks of the providers will be included in the contract.