

Region IV Behavioral Health Board Meeting
March 12, 2015
Room 131, 1720 Westgate Drive, Boise, ID 83704

11:00 AM - 1:00 PM

Time	Agenda Item	Presenter	Notes
11:00-11:10	Welcome/call to order; Introductions; Approval of consent agenda (includes February minutes and reports attached to agenda)	Chris Saunders, Chair	
11:10-11:40	Executive committee report/ Old Business Update from working group – CDHD discussions Sample MOA Budget update Bylaws – updates from February meeting	Chris Saunders, Greg Dickerson	
11:40-11:45	Scholarships– ICADD Update on applications received Board Members interested	Laura Thomas	
11:45-12:10	Needs and Gaps Working Group report	Kim Keys, Amy Korb, Christy Sofaly, Rhea Morrison	
12:10-12:25	Community Recovery Center Update	TBD	
12:25-12:40	SPAN Idaho	Marilyn Baughman	
12:40 -1:00	Announcements Next meeting agenda items Wrap-up Adjournment	All	

April 9 – Board meeting 11 to 1 pm and Working session 1-5 on Mission Vision and Values and Gaps Needs Report

REGION IV BEHAVIORAL HEALTH BOARD MINUTES

February 12, 2015 - 11:00 a.m. to 1:00 PM

Region 4 Offices Westgate Campus, Room 131

1720 Westgate Drive, Boise, ID 83704

Presiding Officer: Jess Wojcik, Vice-Chair

Board Attendees: Jennifer Burlage, Jeremy Clark, Trini DeMarco, Greg Dickerson, Elizabeth Francis, Winslow Gerrish, Elt Hasbrouck, Kim Keys, Amy Korb, Rhea Morrison, Shelley Retter, Christy Sofaly, Christina Smith, Sabrina Swope (via phone), Ken Wicked, Vicki Wilkins, Jess Wojcik, and Laura Thomas (staff)

Members of the Public: Terri Carrigan (RADAR), Chris Christopher (Pioneer Health), Jennifer Fishman (Medicaid), LaDessa Foster (BPA), Mary Jefferies (Optum), Vanessa Johnson (Access BHS), Audrey Palmer (Optum), Shannon Purvis (BPA), Brynn Shireman (BSU MSW student), Mechelle Wilson (CMH DHW), Gina Westcott (DHW)

Guest Presenters: Monica Forbes, PEER Wellness Center (Community Recovery center planning group) and Melanie Curtis, Recovery Idaho

Board Excused Absences: Steve Graci, Brandi Hissong, Kelly Jennings, Christopher Saunders, Jim Tibbs

<u>Agenda</u>	<u>Presenter</u>	<u>Discussion</u>	<u>Action/Next Steps</u>
Introductions Consent Agenda approval	Jess Wojcik	Meeting called to order; introductions were made for all in attendance. Laura noted that Kelly Jennings and Jim Tibbs are absent due to work schedule conflicts, Steve Graci due to illness, Chris Saunders due to new baby in family (a girl), and Brandi Hissong due to a graduate class schedule conflict. Once a quorum was established (11:15 a.m.), Commissioner Wilkins made a motion to approve the consent agenda (approved the agenda and January minutes); motion was seconded and passed unanimously.	Consent agenda approved
Old Business- Update from working group and CDHD discussions	Jennifer Burlage, Gina Westcott, Greg Dickerson and Kim Keys	Gina Westcott presented an update and brief summary of the status of discussions with Central District Health Department to date. Work has focused on drafts of a scope of work for the contracted position and memorandum of agreement between DHW and Health Department as contract signers, and those entities and Region Behavioral Health Board as signers of an agreement. Elt Hasbrouck indicated that he is not participating in the working group due to his membership on the Board of Health. Other members of the working group provide comments, which were positive about the progress to date. Meetings will continue and a progress update will be provided to the executive committee on March 5, 2015 and the board on March 12, 2015.	Working group will update executive committee and board in March.
		Laura reviewed the latest version of the draft bylaws and policies and procedures. Changes highlighted were explained and the board was encouraged	Laura will record

<p>Executive Committee report Budget Needs and Gaps Youth BH committee progress</p>	<p>Jess Wojcik</p>	<p>to read the document carefully. Amy Korb moved that the following words be added to Article VII, section 2, "gender, sexual orientation, and gender identity" so that in now reads, "No Person shall be excluded from membership on the basis of race, color, creed, national origin, disability, gender, sexual orientation, or gender identification." Motion was seconded and passed. One change requested at the January board meeting was noted as missing (policy and procedure for letter of support, insert into #4, "Following the <i>brief presentation</i>," before the words "a motion to support..."). This omission will be corrected. Laura noted that the bylaws may be ready for approval at either the March or April meeting.</p> <p>The executive committee met on February 5, 2015 to discuss budget and the needs and gaps report (see meeting documents). The budget was reviewed with the board. Consensus of the board was to proceed with posting of ICADD scholarship opportunities. Responses are due back before the next board meeting, which allows for further consideration of funding levels. Board members interested in attending ICADD (registration only support) are to contact Laura prior to March board meeting.</p> <p>Additional budget consensus was to</p> <ul style="list-style-type: none"> • provide funding for board organizational consultant fee for the working session on values following the April board meeting (NOTE: working session rescheduled to April from March meeting) • continue to hold funds for a technical writer for the gaps and needs report • includes funds set aside to review agreements for partnership from the board's perspective and bylaws for any legal concerns <p>The gaps and needs report is an annual requirement that the BH board provides to the state BH planning council. Amy Korb offered to lead a working group; Jess Wojcik, Kim Keys, Christy Sofaly, and Rhea Morrison volunteered to help with assembling the report. All board members are encouraged to provide information for the report, especially for Boise, Elmore, and Valley counties.</p> <p>Laura provided an update on the Youth Behavioral Health Committee. In addition to board members that expressed interest last meeting, representatives from children's mental health and juvenile correction, adolescents substance</p>	<p>decisions as appropriate in draft bylaws, policies and procedures and draft new items as needed for review at the next meeting.</p>
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<p>Guest Presentations Community Recovery Center – PEER Wellness Center planning group</p>	<p>Monica Forbes</p>	<p>use providers, and specialty providers for Pregnant Women and Women with Children have been contacted and all of expressed interest in being on the committee. The executive committee will finalize appointments and meetings will be initiated soon.</p> <p>Monica Forbes of the newly created organization, PEER Wellness Center, provided a brief overview of this group's efforts to establish a community recovery center. Laura noted that this group's presentation is a follow up to the January board presentation that Tony Poinelle on the Millennium Fund request. The group is looking for help in finding a physical location, funding for ongoing costs such as rent and utilities, local champions and other connections (see meeting documents), and donations of equipment and office supplies. Jess Wojcik is a member and is the board's contact. The group invites anyone from the board interested in helping to work on the community recovery center to join them. The group would like to provide periodic updates to the board.</p>	
<p>Recovery Idaho</p>	<p>Melanie Curtis</p>	<p>Melanie Curtis is a board member of Recovery Idaho, as is Jess Wojcik. The organization has just received their 501c3 tax status and will be starting to move forward with establishing local chapters in areas of the state with interest. Recovery Idaho has a GoFundMe opportunity available now and will soon be able to offer tax receipts for donations (see attached documents).</p>	
<p>Announcements Next Meeting Agenda</p>	<p>Laura Thomas</p>	<p>Laura asked members to send her any agenda items for the next meeting by February 26, 2015. The next meeting is March 12, 2015. Laura noted that the values working session is rescheduled to after the April 9, 2015 board meeting due to a schedule conflict on Gary Raney's calendar.</p>	<p>Send agenda items to Laura by February 26, 2015</p>
<p>Reminder: Mission and Vision</p>		<p>Board meeting adjourned at 1:05 p.m. Region 4 Behavioral Health Board Vision: An integrated health system accessible to everyone.</p> <p>Mission: We improve behavioral health by developing solutions with our communities.</p> <p>The board agreed to re-visit this work and continue on values development after the regularly scheduled April 9, 2015 board meeting.</p>	

Next meeting is March 12, 2015, 11:00 a.m. to 1:00 pm in Room 131 of Region 4 offices, 1720 Westgate Drive, Boise, ID 83704
The board working session on Mission, Vision and Values will follow the April 9, 2015 board meeting, from 1 to 5 pm.

NOTE: This is a sample Memorandum of Agreement. It was drafted with the intent of developing a relationship specifically between a Regional Behavioral Health Board, a Public Health District and the Department of Health and Welfare. This document is intended only as a sample of what an MOA between these three specific entities may look like. Regional Boards may use this document in its entirety or may modify it to meet local needs and arrangements.

Memorandum of Agreement

Objective

The ultimate goal for the development of a strong, mutual relationship among the Regional Behavioral Health Board (RBHB), the Public Health District (PH) and the Department of Health and Welfare, Division of Behavioral Health (DBH) is to better serve all of our customers in need of behavioral health services. We clearly understand that each of our client bases, as well as those we mutually serve, will benefit when we share and combine our expertise. As more attention is given to addressing patients in a holistic manner, this effort becomes essential, both because of specific requirements under the Affordable Care Act, and because it is what is best for our customers.

Background

Through this MOA the RBHB, the PH and the DBH enter into a joint agreement that will support the establishment, maintenance, and the execution of powers and duties under Idaho Statute 39-3132, 39-3135 and 39-3136. This agreement seeks to outline the roles and responsibilities that are required of the RBHB to demonstrate readiness to accept responsibility for Community Family Support and Recovery Support Services as defined in 39-3135. The DBH seeks to support the RBHB's readiness, duties and powers by defining its role and responsibilities under this agreement in the promotion of better outcomes for Behavioral Health. The PH seeks to promote Healthy People in Healthy Communities and endeavors to partner with the RBHB to promote, protect and preserve health in our communities.

Roles and Responsibilities

1. PH Responsibilities:
 - A. PH will comply with the rules, regulations and policies as outlined by the DBH and rules, regulations and policies pertaining to RBHB as outlined in Idaho Statutes 39-3132, 39-3133, 39-3134, and 39-3135.

- B. PH shall ensure that procedural safeguards are followed in confidentiality requirements according to IDAPA 16.05.01, Use and Disclosure of Department Records.
- C. PH agrees to support the goals and objectives of the DBH in the establishment of readiness and maintenance of RBHBs under 39-3132.
- D. PH will manage personnel, operational and support tasks as stated in the Scope of Work, under the DBH contract.
- E. PH will not be responsible for services that are not funded or outlined within the Scope of Work under contract with the DBH.
- F. PH will participate with the RBHB in the budget development process.
- G. PH will participate with the RBHB in identifying service gaps and contract opportunities.
- H. PH will provide the RBHB will assistance in the development of the Gaps and Needs Analysis report to the State Behavioral Health Planning Council (SBHPC).
- I. PH will collaborate on joint projects or indicatives that fit within the scope of the RBHB.
- J. PH will provide behavioral health integration expertise and resources from the regional Behavioral Health Board, where available, and/or through the IDHW Division of Behavioral Health, IHC Behavioral Health Integration Workgroup, or existing resources in the RC.
- K. PH agrees to meet quarterly with the RBHB and DBH to ensure ongoing alignment and compliance with this MOA.

2. RBHB Responsibilities:

- A. Advises the SBHPC on behavioral health needs for adults and children within region/district.
- B. Advises the SBHPC on progress, problems and proposed projects of the regional/district service.
- C. Promote improvements in the delivery of behavioral health services and coordinate and exchange information regarding behavioral health services in the region/district.
- D. Develop an annual Gaps and Needs Analysis assessment of behavioral health services for region/district.
- E. Assist the SBHPC with planning for service improvements.
- F. Annually report to the SBHPC, the DBH and PH the progress being made toward building a comprehensive community family support and recovery support system that will include performance and outcome data.
- G. Establish and maintain a children's mental health subcommittee.
- H. Actively work to build and support community support and recovery support services within region/district.
- I. Follow all Idaho Code requirements for board membership as stated in 39-3134.

- J. Meet quarterly with PH and DBH to ensure ongoing alignment and compliance with this MOA.

The RBHB will participate as a part of the PH Regional Collaborative stakeholder group to act as a Behavioral Health consultant and advisory entity on the role of BH in the Community and in Patient Centered Medical Homes.

3. DBH Responsibilities:

- A. Commit to annual funding of \$50,000 for life of the contract which will be established at 2 year intervals.
- B. Provide federal grant writing support for efforts agreed upon by the RBHB and the PH.
- C. Write and submit those grants that are agreed to by the RBHB and PH that can only be submitted through the DBH.
- D. Meet quarterly with the RBHB and PH to ensure ongoing alignment and compliance with this MOA.

Sample Only

**BYLAWS
OF
THE REGION IV BEHAVIORAL HEALTH BOARD**

ARTICLE I: NAME AND ESTABLISHMENT

The name of this organization shall be Region IV Behavioral Health Board.

In accordance with Idaho Code 39-3132 this board is established with the legislative intent to be recognized as a governmental entity authorized by the state, in the same manner as other single purpose districts. This board shall have no authority to levy taxes. The Board is authorized to provide the community family support and recovery support services listed in Idaho Code 39-3135 (7), but is not limited or required to manage those services.

ARTICLE II: JURISDICTION

The principal business of this board shall cover the following counties in the State of Idaho: Ada, Boise, Elmore and Valley.

ARTICLE III: MEMBERS, OFFICERS, AND ELECTIONS

Section 1. Members shall be selected in accordance to Idaho Code 39-3130 totaling 22 members with the following allocation:

- a. Three (3) county commissioners or their designee;
- b. Two (2) Department of Health and Welfare employees who represent the behavioral health system within the region;
- c. One (1) parent of a child with a serious emotional disturbance;
- d. One (1) parent of a child with a substance use disorder;
- e. One (1) law enforcement officer;
- f. One (1) adult mental health services consumer representative;
- g. One (1) mental health advocate;
- h. One (1) substance use disorder advocate;
- i. One (1) adult substance use disorder services consumer representative;
- j. One (1) family member of an adult mental health services consumer;
- k. One (1) family member of an adult substance use disorder services consumer;
- l. A private provider of mental health services within the region;
- m. A private provider of substance use disorder services within the region;
- n. A representative of the elementary or secondary public education system within the region;
- o. A representative of the juvenile justice system within the region;
- p. A representative of the adult correction system within the region;
- q. A representative of the judiciary appointed by the administrative district judge;
- r. A physician or other licensed health practitioner from within the region;
- s. A representative of a hospital within the region;

Section 2. In accordance with Idaho Code 39-3134, the appointing authority committee shall meet

annually or as needed to fill vacancies on the board. The committee shall request nominations from the board, families, consumers, providers, advocacy groups and public. The list of appointments shall be submitted to the executive committee and/or partnering public entity should one be established. The appointing authority in each region shall be a committee composed of the following:

- a. Chair of the board of county commissioners (or designated county commissioner) of each of the counties within the region,
- b. Current chair of the Regional Behavioral Health Board, and
- c. One representative of the Department of Health and Welfare from the region.

Section 3. In accordance with Idaho Code 39-3133 this board shall annually elect an executive committee of five (5) members, comprised of the four elected officers (as defined below and in the bylaws Attachment A: Officers and Duties) of the Behavioral Health Board and an at-large officer. The five member executive committee make up shall include one (1) mental health consumer or advocate and one (1) substance use disorder consumer or advocate. The Executive Committee shall be empowered to make fiscal, legal and business decisions on behalf of the full board, including membership appointments to committees and working groups, and other duties assigned in board policies. The Regional Behavioral Health Board may join with another governmental entity that can fulfill the same management infrastructure function. The executive committee and/or partner public entity shall have the power to:

1. Establish a fiscal control policy as required by the state controller;
2. Enter into contracts and grants with other governmental and private agencies;
3. Develop and maintain bylaws as necessary;
4. Employ and fix the compensation, subject to the provisions of chapter 53; title 67, Idaho Code, of such personnel as may be necessary to carry out the duties of the board.

The board shall annually elect to a one-year term a chair, vice chair, treasurer, and secretary. Officers may be re-elected to the same office. Annual election of officers shall include at a minimum one member whom has lived experience of either MH or SUDS and thus represents the voice of the MH or SUDS consumer or advocate. In addition to these officers, a member-at-large shall be elected. Eligibility for election to the member-at-large position shall require lived experience to fulfill the requirements described in Idaho Code 39-3133 for two executive committee consumer/advocate representatives on the executive committee, unless that requirement is met by the elected officers. Duties of the elected positions are defined in Attachment A: Officers and Duties

All meetings of the executive committee shall be held in accordance with the Idaho Open Meeting Law.

ARTICLE IV: TERM -- VACANCIES -- COMPENSATION

Section 1. In accordance with Idaho Code 39-3134, the term of each member of the board shall be for four (4) years and members shall be eligible for reappointment. Current membership and term expiration dates shall be recorded in the minutes of the September meeting each year.

Termination from the Board may occur if a member has three unexcused absences from regularly scheduled board meetings in a year (July – June). The board executive committee will function as a conduct review committee should the need arise to review a board member’s continuation of term for misconduct reasons. The board executive committee will review any misconduct referral(s) and provide recommendation(s) to the full board in accordance with the board policy on Board Member Conduct, which includes a Board Member Code of Conduct (policy and code attached to these bylaws). The vote to terminate a board member must receive a two-thirds (2/3’s) majority of the Board. The board member who is the subject of the termination vote may not be present at the time of the vote. A letter of termination signed by the board chair will be delivered in writing and received by the secretary.

Section 2. Vacancies shall be filled for the unexpired term in the same manner as outlined in Idaho Code 39-3134.

Section 3. As resources allow, board members shall be reimbursed from board funds at the approved state of Idaho prescribed rate for travel and expense to attend meetings of the Board and other activities as authorized by DHW policy until such time as the board is partnered with another entity at which time the partner entity’s policies are in force.

Section 4. Board members shall be compensated as provided for in section 59-509(b) Idaho Code and such compensation shall be paid from the operating budget of the regional behavioral health board as resources allow and if approved by the board.

ARTICLE V: MEETINGS

Section 1. The board generally meets once a month.

Section 2. All meetings are open to the public and subject to the requirements of Idaho’s Open Meeting Law.

Section 3. A quorum of the board is constituted by 15 members of the board. Votes are passed with two-thirds (2/3’s) majority for all votes. Voting by proxy or email shall not be allowed. Votes cast over a conference call line or through a video conference connection during the board meeting are considered an in-person vote.

Section 4. Members unable to attend a meeting shall notify the board secretary, chair, or designee. Three absences in a year (July –June) without good cause may be deemed a reason for termination of board membership; the board will consider and vote on any issues of termination of a member at the next regularly scheduled Board meeting. The board Secretary or designee shall notify any member after two such absences.

Section 5. Conference call lines and video conference connections will be made available to facilitate participation of members in outlying communities.

ARTICLE VI: POWERS AND DUTIES

Section 1. In accordance with Idaho Code 39-3135 the Regional Behavioral Health Board shall/may participate in the following relationships with the state behavioral health authority (Department of Health and Welfare), State Behavioral Health Planning Council, and regional behavioral health centers (Regional Health & Welfare behavioral health program):

- (a) Shall advise the state behavioral health authority and the state behavioral health planning council on local behavioral health needs within the region;
- (b) Shall advise the state behavioral health authority and the state behavioral health planning council of the progress, problems and proposed projects of the regional service;
- (c) Shall promote improvements in the delivery of behavioral health services and coordinate and exchange information regarding behavioral health programs in the region;
- (d) Shall identify gaps in available services including but not limited to services listed in section 16-2402 (3) and 39-3131 Idaho Code and recommend service enhancements that address identified needs for consideration to the state behavioral health authority;
- (e) Shall assist the state behavioral health planning council with planning for service system improvement. The state behavioral health planning council shall incorporate the recommendations from the regional behavioral health board into the annual report provided to the Governor by June 30th of each year. This report shall also be provided to the legislature.
- (f) May develop or obtain proposals to petition for regional services for consideration by the state behavioral health authority.
- (g) May accept the responsibility to develop and provide community family support and recovery support services in their region. The board must demonstrate readiness to accept this responsibility and shall not be held liable for services in which there is no funding to provide. The readiness criteria for accepting this responsibility shall be established by the state behavioral health planning council. The state behavioral health planning council shall also determine when a regional behavioral health board has complied with the readiness criteria. Community family support and recovery support services include, but are not limited to:
 - i. Community consultation and education;
 - ii. Housing to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization;
 - iii. Employment opportunities to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization;
 - iv. Evidence-based prevention activities that reduce the burden

associated with mental illness and substance use disorders; and
v. Supportive services to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization including, but not limited to, peer run drop-in centers, support groups, transportation and family support services.

- (h) Shall annually provide a report to the state behavioral health planning council, the regional behavioral health centers, and the state behavioral health authority of its progress toward building comprehensive community family support and recovery support system that shall include performance and outcome data as defined and in a format established by the state behavioral health planning council; and
- (i) May establish committees and working groups as it determines necessary and shall, at a minimum, establish and maintain a children's mental health committee.
- (j) Shall authorize the executive committee to appoint membership to such committees and working groups as are needed to achieve the objectives of the board.

ARTICLE VII: BASIC POLICIES

- Section 1. This board shall be noncommercial, nonsectarian, and nonpartisan. Members shall abide by the Code of Conduct provided to all board members. All policies of the board shall be approved by board vote and maintained as attachments to the bylaws. Policies do not have to be specifically referenced in the bylaws. Once a policy is approved by board vote, it shall be added to the attachments and considered in force until such time as the board votes to revise or remove the policy.
- Section 2. No person shall be excluded from membership on the basis of race, color, creed, national origin, disability, gender, sexual orientation, or gender identity.
- Section 3. Competitive processes shall be in place for any opportunities for employment and/or service contracts provided on behalf of and/or overseen by the board.
- Section 4. Committees or working groups must be officially approved by the board and must not speak for the board or take actions unless prior board approval is given. Membership of committees and working groups shall be appointed by the board executive committee. The purpose of committees or working groups is to carry out the functions of the board and members may be appointed from outside the board membership. All committees and working groups shall have at least one member of the board as a member. Committees and working groups shall elect their own leadership (chair, secretary) and provide standing reports to the board on at least a quarterly basis or more often, if warranted. Committees and working groups, while not required to follow Idaho Open Meeting Law, are encouraged follow Idaho Open Meeting Law in regards to publicizing location and time of scheduled meetings, agendas, and meeting notes.

ARTICLE VIII: PROCEDURES

- Section 1. PARLIAMENTARY AUTHORITY: *Robert's Rules of Order (Simplified)* shall be the governing authority for the order of business and conduct of all meetings of the board, the executive committee, and other committees of this organization when not in conflict with these Bylaws.
- Section 2. All actions shall be based on a two-thirds (2/3's) majority vote of the board quorum present.
- Section 3. Individual members of the Board shall not speak for the board, except on specific delegation.
- Section 4. Procedures for implementation of board policies shall be included in said policies and approved in the board vote to establish policies. Procedures to implement policies may be modified at any time by board vote and are not amendments to the bylaws.

ARTICLE IX: AMENDMENTS

The sections of these bylaws not mandated by law may be amended at any meeting of the board by a two-thirds (2/3's) vote, provided the amendment is presented in writing to all members at least 48 hours prior to the business meeting at which they are presented for adoption.

These bylaws were approved at a regular board meeting on the _____ day of _____, 20__.

Signatures: _____
Chair

Vice Chair

Region IV Behavioral Health Board

Attachment A Officers and Duties

In accordance with Idaho Code 39-3133 this board shall annually elect an executive committee of five (5) members, comprised of the four elected officers and at-large officer. The board shall annually elect to a one-year term a Chair, Vice Chair, Treasurer, and Secretary and Member-at-Large. Officers may be re-elected to an office previously held. The five member executive committee make up shall include one (1) mental health consumer or advocate and one (1) substance use disorder consumer or advocate. All meetings of the executive committee shall be held in accordance with the Idaho Open Meeting Law. The Executive Committee will fulfill duties assigned in the bylaws and shall be empowered to make fiscal, legal and business decisions on behalf of the full board. The Regional Behavioral Health Board may join with another governmental entity that can fulfill the same management infrastructure function. The executive committee and/or partner public entity shall have the power to:

1. Establish a fiscal control policy as required by the state controller;
2. Enter into contracts and grants with other governmental and private agencies;
3. Develop and maintain bylaws as necessary;
4. Employ and fix the compensation, subject to the provisions of chapter 53; title 67, Idaho Code, of such personnel as may be necessary to carry out the duties of the board.

Duties of Chair: The board chair conducts Behavioral Health Board and Executive Committee meetings, prepares the meeting agenda after receiving agenda suggestions from board and staff members, assists all board committees as needed, identifies and monitors Behavioral Health Board agreed upon goals, and maintains appropriate communication with Region IV Board Members, staff, and other stakeholders.

Duties of Vice Chair: The vice chair shall act as an aid to the chair and shall perform the duties of the chair in the absence or inability of the chair to act.

Duties of Secretary: The board secretary receives notice from board members when they are unable to attend board meetings, keeps track of attendance without cause, and notifies any member after two such absences. The board secretary records attendance and verifies a quorum at meetings. The board secretary maintains a list of current board members and contact information, monitors corrections to the board minutes, maintains a file of the approved documents and official board documents in an electronic and/or hard copy file, and, as needed, presents the list of board vacancies and nomination applications to the Behavioral Health Board Appointing Committee. The board staff will provide administrative assistance to carry out these functions. Minutes are taken at each meeting and shall include all action items and recommendations. Copies of the minutes shall be distributed to board members and approved minutes will be made available to the public in accordance with Idaho Open Meeting Law. The board staff will provide administrative assistance during the meeting and will distribute minutes, agenda and other informational material prior to board meetings

Duties of the Treasurer: The treasurer shall monitor the financial account of the board while under the fiscal operations of the Department of Health and Welfare. The treasurer will give a financial report to the board as requested, but at least quarterly. The treasurer shall deliver an annual financial report.

Board Policies

Code of Conduct Policy

It is the policy of the Region IV Behavioral Health Board that all board members will abide by the board code of conduct.

PURPOSE: The purpose of this policy is to assure all board members observe the code of conduct and thus protect the public served.

PROCEDURE:

All board members shall be provided a copy of the Code of Conduct to read, sign, and return for board files.

If a fellow board member or member of the public has substantiated reason to believe a board member has, in her or his actions, violated the code of conduct, the following process is place:

Questions of conduct are to be sent in writing to the chair of the board. The chair will convene the executive committee to review the conduct question. The committee will investigate the situation, hearing from all parties involved. The process will include an opportunity for the member in question to provide information.

The proceedings of the conduct committee are to be held private. If no cause is found, the issue will be dismissed and no further action taken.

If, after investigation, substantiated cause is found that a violation of the code of conduct occurred, the executive committee shall make a recommendation to the full board regarding termination of a board member's term. The recommendation shall be taken up at the next scheduled meeting of the board.

In the event that the member in question is the chair, the vice chair will receive the question and the chair will be excluded from participating in executive committee review and recommendations. In the event the member in question is an executive committee member other than the chair, that member shall not be allowed to participate in the review and recommendations of the committee.

Date of Adoption: _____

**CODE OF CONDUCT AGREEMENT
FOR REGION IV BEHAVIORAL HEALTH BOARD MEMBERS**

Board members will:

- Represent the statute-specified board seat for which each was appointed to represent on the board;
- Represent the best interests of the Region IV Behavioral Health Board and uphold the assurances made in the conflict of interest agreement;
- Respect confidentiality of information received during meetings that fall outside of the purview of Idaho Open Meeting Law;
- Declare potential conflict of interest and refrain from discussion and voting when applicable;
- Acknowledge those who contribute to the success of the board and its activities;
- Speak on behalf of the board only when designated by the Chair or the Board as a whole;
- Adhere to documented processes and support equal access to information;
- Treat staff, fellow board members, affiliates, and presenters with professionalism and positive regard;
- Participate in board meetings and keep informed about developments and issues relevant to board operations;
- Take responsibility for contributing in a constructive and positive way to enhance good governance and the reputation of the board;
- Take responsibility for reporting misconduct which has been, or may be, occurring with the board.

Infractions of this Code of Conduct may result in referral to the Conduct Committee as outlined in the bylaws.

I have read this Code of Conduct and agree to abide by it.

Printed Board Member Name

Board Member Signature

Date

Letters of Support Policy

It is the policy of the Region IV Behavioral Health Board that all groups seeking letters of board support will provide written requests prior to a meeting and appear before the board at a regularly scheduled meeting to allow for thoughtful consideration by the board.

PURPOSE: The purpose of this policy is to assure requests for board letters of support have sufficient time for board consideration of written request and discussion among board members prior to a vote for support.

PROCEDURE:

1. Groups or entities seeking a letter of support shall provide in writing a description of the project, grant, or specific item for which support is requested. This shall be received by the board chair and board staff with sufficient time to place on the next agenda of the regularly scheduled board meeting.
2. The written information shall be provided to all board members in the pre-meeting documents. Each board member is responsible for reading requests and formulating any questions for the meeting.
3. At the scheduled board meeting, the group submitting the request shall appear (in person or via video conference or telephone connection) and respond to board questions. Scheduled time will be 5 minutes unless board member (s) requests longer period of time when draft agenda is submitted.
4. Following the brief presentation, a motion to support the request and second must be made prior to board discussion on the request. Requests without support for a motion and second will not be considered by the board.
5. In the event a board member knows ahead of time of an absence from the meeting due to an unavoidable schedule conflict, it is the responsibility of that member to send to the chair and staff any questions or concerns about the request. Those questions shall be presented to the requesting group during the scheduled time on the agenda. These concerns shall be shared during the board discussion of the request (after motion and second) for all board members to consider.
6. The chair has the option to call a special board conference call for review of a request of a time - sensitive nature which precludes presentation at the next scheduled board meeting due to grant or application deadlines.

Once the board has voted to support a request, it is the responsibility of the executive committee to draft and review the letter for approval prior to submission to the recipient on the board's behalf. The letter shall be signed by the board chair and a copy sent to the board secretary for entry into the official records

Date of Adoption: _____

Dear High School or Youth Group,

The SW Chapter of SPAN Idaho invites you to join us at the 2nd Annual School SPIRIT Bowl-a-Thon being held on April 4, 2015 at Westy Garden Lanes in Garden City, Idaho from 9:30 am to 2 pm. This event is free for teens in grades 9 through 12. It includes free shoe rental, 2 games of bowling, and lunch.

The School SPIRIT Bowl-a-Thon was founded by SPAN Idaho member and Borah High student Amanda Wester. During school year 2010-2011, when she was in the 8th grade, two of Amanda's close friends nearly died by suicide. Since then, Amanda has been working with the SW Chapter of SPAN Idaho to raise awareness among her peers about the risks of suicide and ways that teens can help each other so they don't feel the same powerlessness she felt when she needed to help her friends.

Because bowling space is limited, pre-registration is required. Please register your 6 person team online at www.bowlathon.net/event/school_spirit_bowlathon_2015 or use your smartphone and the QPR link provided.



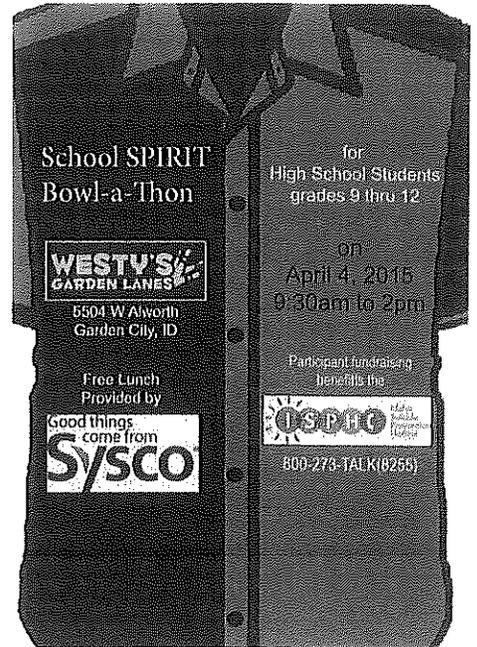
Registration deadline is 3/28/15. You can find us on facebook at www.facebook.com/schoolspiritbowlathon or follow us using #spiritbowlathon .

We also request your help raising money for the Idaho Suicide Prevention Hotline 800-273-TALK(8255). The Idaho hotline was launched November 26, 2012 and is handling calls throughout the state. With the right knowledge suicide is the most preventable form of death.

We look forward to meeting your team!

Sincerely,

SW Chapter of SPAN Idaho
School SPIRIT (Suicide Prevention Initiative Reaching Idaho Teens) Bowl-a-thon



What we have planned:

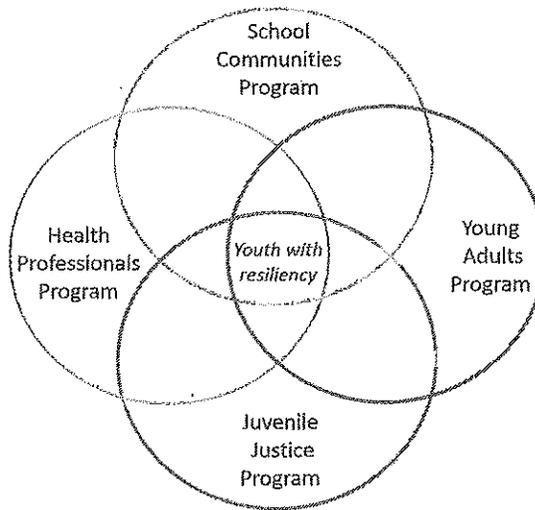
- ◁ Free Bowling* ▷
- ◁ Free Food* ▷
- ◁ Fun Activities and Games with Prizes ▷
- ◁ Goody Bag ▷
- ◁ Mascot "Roll-Off" Competition ▷

*Pre-registration before the 3/28/15 deadline ensures we have the correct amount of lanes, food, and prizes for all participants.

**The Idaho Lives Project
 fosters connectedness and resilience
 throughout Idaho school communities
 to prevent youth suicide.**

The Idaho Lives Project's four overlapping programs create a comprehensive approach to youth suicide prevention in Idaho.

- The **School Communities Program** brings *Sources of Strength**, an ongoing, comprehensive wellness program, into Idaho middle/junior high and high schools to build connectedness and resilience among the students, and increase referrals and treatment of students at risk for suicide. Because students in crisis must have trained, trusted adults to turn to, the Program also trains school staff and communities to identify, assist and refer those at risk.
- The **Health Professionals Program** is based on the knowledge that trained adults must be able to refer youth and their parents to well-trained health professionals. This Program brings expert, evidence-based suicide prevention and assessment training to behavioral health and primary care professionals throughout Idaho.



- The **Young Adults Program** addresses youth age 18 to 24 through outreach and training. The Program provides suicide prevention training to young adult-serving agencies and groups, including college and university staff and students. It reaches out to businesses serving young adults with materials from the Idaho Suicide Prevention Hotline and targeted behavioral health messages. College interns also participate in the School Communities Program.

- The **Juvenile Justice Program** provides *Shield of Care*** suicide prevention training to juvenile justice facilities throughout the state. *Shield of Care* is evidence-based suicide prevention training tailored specifically to the juvenile justice environment. The Project provides ongoing technical assistance to these facilities and to the participants of all programs.

* www.sourcesofstrength.org

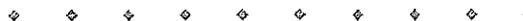
**tn.gov/mental/recovery/shieldcare.shtml


 If you or someone you know is in crisis, call the Idaho Suicide Prevention Hotline 1-800-273-8255

Idaho Lives Project

13601 W. McMillan Rd.
 Suite 102, #237

208-860-1703
www.idaholives.org
info@idaholives.org



A project of the State Department of Education and the Suicide Prevention Action Network of Idaho

www.sde.idaho.gov

www.spanidaho.org



The Project is federally funded by the State and Tribal Youth Suicide Prevention Grant awarded through the Substance Abuse and Mental Health Services Administration.





**Suicide in Idaho: Fact Sheet
October 2013**

- Suicide is the 2nd leading cause of death for Idahoans age 15-34 and for males age 10-14. (The leading cause of death is accidents.)
- Idaho is consistently among the states with the highest suicide rates. In 2010 (the most recent year available) Idaho had the 6th highest suicide rate, 49% higher than the national average.
- In 2012, 299 people completed suicide in Idaho; a slight increase from 2011.
- Between 2008 and 2012, 79% of Idaho suicides were by men.
- In 2012, 59% of Idaho suicides involved a firearm. The national average is 51%.
- 15.8% (1 in 7) of Idaho youth attending regular public and charter high schools reported seriously considering suicide in 2013. 7.0% (1 in 14) reported making at least one attempt.
- Between 2008 and 2012, 83 Idaho school children (age 18 and under) died by suicide. Sixteen of these were age 15 and under.
- It is estimated that suicide attempts in Idaho result in \$36 million in costs annually. Idaho's costs for suicide completions annually is over \$850,000 in medical care alone, and \$343 million in total lifetime productivity lost.
- In 2010, there were 38,400 deaths by suicide in the United States, an average of 1 person every 15 minutes.

Idaho Resident Suicides by Region – 2012

Region	Anchor City	Suicides	Rate (per 100,000)	Population	Tot. # suicides	
					2008-2012	5-yr Avg Rate
1	Coeur d'Alene	43	20.0-	215,460	233	21.8
2	Lewiston	28	26.3*	106,502	99	18.9
3	Nampa	43	16.6-	258,653	204	16.1
4	Boise	79	17.5*	451,664	344	15.7
5	Twin Falls	32	17.1-	187,171	185	20.2
6	Pocatello	34	20.4*	166,747	166	20.1
7	Idaho Falls	40	19.1*	209,531	200	19.5

* increase from 2011, - decrease from 2011

**Idaho Suicides by Age/Gender 2008-12
Over 5 year period**

Age	Total	Male	Rate	Female	Rate
12	16	13	4.6*	3	1.0-
15-19	96	77	27.4*	19	6.5*
20-24	111	92	34.7*	19	6.7*
25-34	179	141	27.4*	38	7.1-
35-44	260	188	39.7*	72	14.8*
45-54	308	238	45.9*	70	13.7*
55-64	240	188	41.4-	52	11.6*
65-74	104	89	31.9-	15	5.6*
75-84	72	68	40.9-	4	2.9*
85+	45	38	46.1-	7	15.1*

**Method 2008-12
(all ages)**

Firearm	59.5%
Poisoning	17.3%
Suffocation	18.4%
Cut/Pierce	.8%
Fall	1.4 %
Other	2.7%

Idaho Suicide Rates 2000 – 2012

Year	Number	ID Rate	US Rate
2000	166	12.8	10.7
2001	213	16.1	10.7
2002	203	15.1	11.0
2003	218	16.0	10.8
2004	239	17.2	10.8
2005	225	15.7	10.7
2006	218	14.9	11.1
2007	220	14.7	11.5
2008	251	16.5	11.8
2009	307	19.9	12.0
2010	290	18.5	12.4
2011	284	17.9	n/a
2012	299	18.7	n/a

Theater of WAR

Soldiers & Citizens Tour

A Dramatic Reading of Scenes from Sophocles'

AJAX

A new version by Bryan Doerries

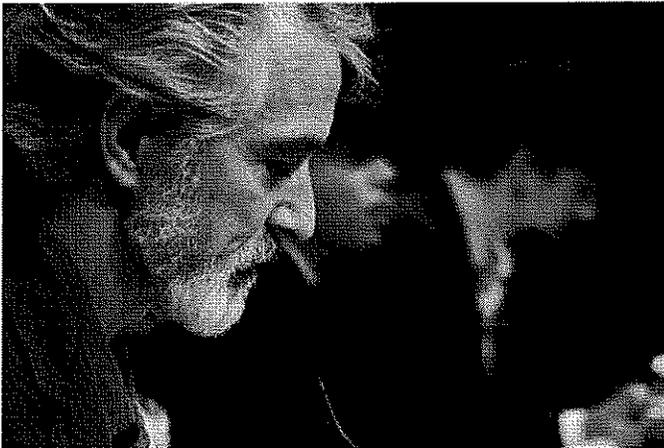


Photo by Paxton Winters



Photo by Paxton Winters

The *Theater of War: Soldiers & Citizens Tour* presents dramatic readings of Sophocles' *Ajax* – an ancient Greek tragedy about the suicide of a great, respected warrior – to diverse military and civilian audiences in order to engage communities in powerful town hall discussions about the visible and invisible wounds of war. The presentations are intended to foster understanding and compassion, while mobilizing citizens and resources to help improve the lives of service members, veterans, and their families and communities.

- **DATE:** Tuesday, May 12, 2015
- **TIME:** 6:00 - 7:30pm
- **LOCATION:** Vineyard Boise
4940 N Bradley Street
Garden City, ID 83714

ADMISSION IS FREE. SEATING IS LIMITED.

To reserve seats please visit: TOWIdaho.eventbrite.com

TRANSLATED & DIRECTED BY BRYAN DOERRIES

FACILITATED BY DAVID BRADLEY

PRODUCED BY PHYLLIS KAUFMAN

Bookmark TOWtour.org/event/boise on your mobile device to engage directly with the Theater of War: Soldiers & Citizens Tour during the presentation.

This page will not become active until the presentation start time. After the presentation, TOWtour.org will enable you to provide feedback and find links to local and national resources. For more information, visit <http://www.outsidethewirellc.com/projects/theater-of-war/soldiers-citizens-tour> and www.facebook.com/TheaterofWar.



Bristol-Myers Squibb
Foundation



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GENERAL HOSPITAL
ACADEMY

NATIONAL COUNCIL
FOR BEHAVIORAL HEALTH
STATE ASSOCIATIONS OF ADDICTION SERVICES
Stronger Together.

OUTSIDE
THE WIRE

Community
Blueprint



A POINTS OF LIGHT INITIATIVE