

REGION IV BEHAVIORAL HEALTH BOARD MINUTES

November 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: Rhea Morrison, Co-Chair

Board Attendees: Jennifer Burlage, Jeremy Clark, Carlos De Leon, Greg Dickerson, Trini DeMarco, Steve Graci, Winslow Gerrish, Elt Hasbrouck, Alaina Hayden (staff), Brandi Hissong Amy Korb, Austin Reed, Rebecca Lemmons, Rhea Morrison, Shelly Retter, Christina Smith, Jim Tibbs, Kenneth Widdick

Board Attendees by Phone: Christy Sofaly

Members of the Public: Vanessa Johnson ABHS/PWC, Penelope Hansen BPD, Russell Duke CDHD, Jaime Harding CDHD, Laura Curtis URLEND/NNH, Rob Howarth CDHD, Anne Shoup NAMI, Rosie Andueza DHW, Evangeline M. Beechler BHPC, Dionne Chatel OPTUM, Amy Jeppesen Recovery 4 Life, Sherrie Davis DHW

Absent: Sabrina Swope

Board Excused Absences: Laura Baker, Elizabeth Francis, Jess Wojcik

Agenda	Presenter	Discussion	Action/Next Steps
Welcome and Call To Order; Introductions; Approval of Consent Agenda	Kim Keys & Rhea Morrison, Co-Chairs	<p>Kim Keys called the meeting to order at 11:04 am.</p> <p>There is a quorum. Amy motioned to approve September and October meeting minutes and the November agenda. Carlos De Leon seconded the motion.</p> <p>Welcome to all. Introductions were made. New Ada County Court Appointee – Austin Reed & CDHD Admin. Support – Alaina Hayden</p> <p>The meeting began with a review of Board’s Mission, Vision and Values.</p>	
Executive Committee Report;	Kim Keys & Rhea Morrison, Co-Chairs	<p>Kim Keys went over the Executive Committee Report, and discussed asking Northwest Behavioral Health to formulate a presentation and their ask for the Board, detailing what they’ll be doing with their grant money, what their goals are for the grant, and will present this information at the R4BHB meeting in December.</p> <p>The issue of Board attendance was discussed, as quorum is an ongoing issue. The Executive Committee is going to review the bylaws, along with how absences are tracked, and make recommendations regarding this matter. Commissioner Elt Hasbrouck would like to be a part of this discussion, and will call into that meeting. The information on attendance procedure</p>	Meet and craft attendance policy recommendat

<p>Application to the State Council Update;</p> <p>Budget Report</p>	<p>Kim Keys, Co-Chair</p> <p>Jennifer Burlage, Treasurer</p>	<p>updates/changes will be presented in at the R4BHB meeting in December.</p> <p>Jennifer Burlage gave an update on the Respite Care Initiative, and the redesign of children’s mental health program. They are trying to get more money for respite care. It is now in the planning stage, and more information will be available after the next legislative session. Steve Graci stated that he would like for the Board to think about how to recruit people to become respite care providers. This funding can be done with current money.</p> <p>Behavioral Health Board Committee Orientation Meetings will be held through the month of December.</p> <p>Kim stated that the State Planning Council Application was approved.</p> <p>Jennifer Burlage went over the Budget Report. The board had \$50,000 as part of their contract. Of that, there is \$4166 that we have to work with for the BHB budget. It will be put on the agenda for the next Executive Committee meeting to start creating a budget, possibly putting dollars aside for grant writing for the Board committees. There are \$7680 in operating expenses, which include copies, supplies, mileage and travel reimbursement, and contracted grant writing. Jennifer reported that we have used almost no money since the new fiscal year started. By December, there should be a broken down budget report, and will bring a copy for the board to view in December.</p>	<p>ions and bring to December meeting- Jennifer Burlage, Amy Korb and Commissioner Hasbrouck</p> <p>Bring copies of the budget report to December meeting- Jennifer Burlage.</p>
<p>Prescription Drug Abuse Prevention Project</p>	<p>Russ Duke, CDHD</p>	<p>Russ Duke spoke about the Prescription Drug Abuse Prevention Project with the intention of just making the group aware of the project. CDHD submitted an application to the Idaho Millennium Fund on behalf of the public health districts to increase the utilization of the Prescription Monitoring Program. Russ went over the statistics in regard to national and statewide prescription drug abuse, and wanted to specifically talk about the prescription monitoring database. He is working with the Board of Pharmacy to see how well the system is used. Russ will be asking for \$230,000, and has the support of Idaho State University, Board of Pharmacy, and the Idaho Chapter of Family Physicians. The hope is to make the prescription monitoring database more</p>	

<p>ICADD Scholarships;</p>	<p>Rosie Andueza, DHW</p>	<p>efficient than it is today, and more user-friendly for physicians. The goal for the first year of the project is to get a foot in the door. Russ requested that Board member or guests refer any contacts they may have for individuals have been affected by prescription drug abuse, whether it be themselves or a family member, who might be willing to provide a testimonial for a short video that will be included in the Millennium Fund presentation. Referrals can be sent to Rebecca Lemmons (rlemmons@cdhd.idaho.gov) or Alaina Hayden (ahayden@cdhd.idaho.gov)</p> <p>Rosie Andueza spoke on Tom Hogan’s behalf about ICADD (Idaho Conference on Alcohol and Drug Dependency) scholarships. The scholarship is to help offset the cost of attending the ICADD conference, and they are now opening the second round of scholarships. This money comes from the Idaho Millennium Fund. Rosie will send out the parameters of the scholarship to Jennifer Burlage today, who will then forward onto the group.</p>	<p>Rosie will send the ICADD scholarship application to Jennifer Burlage, which will then be passed along to the Board.</p>
<p>State Planning Council</p>	<p>Evangeline M. Beechler, State Planning Council</p>	<p>Evangeline M. Beechler stated that she is going to start attending all Region IV BHB meetings, and will act as the liaison to the Board for the Behavioral Health Planning Council. The Behavioral Health Planning Council members are appointed by the Governor. They review the Behavioral Health block grant, given by SAMHSA (Substance Abuse & Mental Health Services Administration), and give recommendations for behavioral health to the Governor’s Office. They meet 2 to 3 times per year. Their report is available on their website. http://www.healthandwelfare.idaho.gov/Medical/MentalHealth/BehavioralHealthPlanningCouncil/tabid/320/Default.aspx</p> <p>Evangeline discussed that the Office of Drug Policy would like help in spreading the word about Narcan (naloxone). More information is available at www.odp.idaho.gov on how to administer those drugs.</p> <p>11.13.2015 is the deadline for schools interested in the Idaho Lives Project, in Spring 2016. More information is at www.idaholives.org.</p>	<p>Rosie will send the ICADD scholarship application to Jennifer Burlage, which will then be passed along to the Board.</p>

Process Flow Org Chart;	Jennifer Burlage, Treasurer	Jennifer Burlage put together a high-level process flow org chart for the BHB. Carlos mentioned that this was helpful.	
Revised Grant Application Process	Rebecca Lemmons, CDHD	<p>Rebecca Lemmons spoke briefly about the grant application process developed for the Board. She went over the revisions from the last meeting which included clarifications about the types of grants CDHD is eligible for and including the Board’s Executive Committee in any decisions regarding employees or contractors hired to implement grant activities.</p> <p>Rebecca brought up that DHW and CDHD can spend some time providing assistance with grant writing for small grants, such as those that are less than 20 pages, less than \$10,000, or for a local foundation. If the grant is larger, or is a federal grant, the Committee or individual applying may want to hire a grant writer. Administrative costs for fiscal management and reporting by CDHD will be written into the grant application. CDHD is to hold the contracts and do the bidding process for employees or contractors hired. Commissioner Hasbrouck brought up that he is concerned about the liability in opening bids, and would like for the group to start thinking about an appeal process.</p>	
Announcements; Next Meeting; Agenda Items; Wrap-up Presentation and Discussion	All	<p>11.14.15 9:00 a.m. – 3:00 p.m.: Interfaith Sanctuary Cold Weather and Shelter Supplies Drive</p> <p>11.19.15 10:00 a.m. – 11:30 a.m.: R4BHB Meeting w/ OPTUM</p> <p>12.09.15 10:00 a.m. – 11:30 a.m.: Treasure Valley Mental and Behavioral Health Community Roundtable (email was forwarded on 11.12.15)</p> <p>Millennium Fund requirements have been submitted.</p> <p>Next Meeting: Thursday, December 12th 11:00 a.m. – 1:00 p.m. Region 4 1720 Westgate, Room 131</p> <p>Meeting adjourned at 12:48 p.m.</p>	

Next meeting is December 10, 2015, 11:00 a.m. to 1:00 pm in Room 131 of Region 4 offices, 1720 Westgate Drive, Boise, ID 83704