

Idaho Behavioral Health Planning Council

Executive Committee Meeting

Monday, July 29 – Tuesday, July 30, 2019
 PTC Building, 3rd Floor, Conference Room 3A
 450 W State Street, Boise, ID 83702

Monday, July 29, 2019
9:00 a.m. – 4:00 p.m.

Time	Agenda Items	Topic Host
9:00 – 9:15	Welcome and Greetings In Attendance: Kim Hokanson, Tammy Rubino, Rick Huber, Melanie Fowers, Penny Jones, Maggie Finnegan	Kim Hokanson, Chair
9:15 – 11:00	<p>By-law Modifications <i>Review current and proposed by-laws and discuss any necessary changes. Vote on the acceptance of changes to current by-laws and the adoption of proposed by-laws.</i></p> <p><u>Executive Committee Updates:</u> The Idaho Behavioral Health Planning Council (BHPC) has lost contact with the governor’s office for over a year and were therefore unable to get an updated membership list. The council will modify bylaws to integrate who able to vote during council meetings and how to handle expired memberships and new memberships.</p> <p>The fulfill federal regulations, membership needs to be composed of 51% families, consumers, and advocacy and cannot include providers or state agency employees in that 51%.</p> <ul style="list-style-type: none"> - Many of the people who have applied have been providers. The council agreed family and youth involvement are important, but a lot of families and consumers are not in a position to volunteer their time due to the prohibitive emotional and financial toll. - The Council has had to unintentionally exclude potential members below the federal poverty level because those individuals cannot afford to pay in advance for their accommodations and then wait weeks for a reimbursement. - People in recovery are not often in position to put forth the money and wait for reimbursement either. <p>ACTION: The BHPC will tie not having that population/voice as members because of financial reasons into the letter to SAMSA for the block grant.</p> <p>ACTION: Executive committee will draft letter to governor’s office to emphasize importance behavioral health and council membership.</p>	Kim Hokanson, Chair

By-law Modifications:

The Council made the following changes to the By-Laws:

“Article III. Membership

(3) Council members shall serve for a term of two (2) years or at the pleasure of the Governor, provided, however, that terms shall be staggered so that one-half of the appointments are made one year and one-half are made on alternate years. Terms shall commence on January 1 of the year appointed. Recommendations for membership on the Council shall be made by the Executive Committee to the Governor. The Governor shall appoint individuals to fill mid-term vacancies and/or newly established positions.

a) In the case the Planning Council cannot receive a timely or adequate response from the Governor’s office, the Executive Committee shall vote in to accept an applicant’s membership. If applicant is accepted by majority vote by Executive Committee, new member will have voting rights immediately and be added to Planning Council’s membership matrix while awaiting official appointment from the Governor’s office.

1) Adequate response is defined as: receiving current/updated membership list from Governor’s office that reflects any/all nominations from Planning Council from previous membership request.

2) Timely response is defined as: receiving consistent and adequate responses from Governor’s office. Timely responses cannot exceed 6 months.

Article V. Meetings

(5) Members appointed by the Governor’s office and/or accepted by Planning Council will reserve the right to vote on any applicable matters. Ex-officio members and non-members will not be permitted to participate in voting.

a) If member’s term is expiring and member wishes to stay on Planning Council, member may re-apply to Governor’s office for new term. In the case the Governor’s office is not providing timely and/or adequate responses to re-applications, the Executive Committee may determine whether or not member may continue in voting position while awaiting Governor’s re-appointment.

b) If member has a reasonable excuse to be absent from a meeting but wishes to submit his/her vote, they may send a proxy in their place to submit such vote. Proxies must be submitted to and accepted by Planning Council Chairperson previous to meeting. A proxy can be used no more than 1 (one) meeting per year.

	<p><i>Two unexcused absences may terminate their membership by majority vote of Executive Committee.</i></p> <p><i>Membership may be terminated for just cause at any time by majority vote of Executive Committee.</i></p> <p><i>Termination of a membership will be treated as a vacancy.</i></p> <p><i>These bylaws may be altered, amended or repealed at any regular or special meeting of the Council. Any changes shall be presented to Council members in writing at least fifteen (15) days prior to the meeting at which they are to be voted upon. A two-thirds (2/3) majority vote of those attending the meeting is required for approval of amendments.</i></p> <p><i>The Executive Committee needs to have a unanimous consensus to pass a vote. If a unanimous consensus cannot be reached by the Executive Committee, the topic will be submitted to the Planning Council for discussion and vote.”</i></p> <p>-----</p> <p>Term limits were lengthened to 3 years at the last meeting. Applications will be brought to every meeting to help expedite renewal to avoid term expiration.</p> <p>The Executive Committee voted on the by-law changes. Rick moved to accept, Penny seconded, none-opposed, Committee approved.</p> <p>The Idaho BHPC website is currently being updated.</p>	
11:00 – 11:15	Break	
11:15 – 1:00	<p>Working Lunch: Discussion of Potential Idaho Behavioral Health Planning Council Members</p> <p><i>Review current members’ term expiration dates, inquiries of interested community members, and current open seats. Vote on the potential applicants.</i></p> <p>The committee reviewed the membership matrix with possible applicant notations made in October 2018.</p> <p>The group reviewed a list of people that need to be removed from membership for unexcused absence.</p> <ul style="list-style-type: none"> ○ Abraham Broncheau ○ Michelle Weir <p>The Executive Committee voted on the two members to be removed from the council due to unexcused absence. Rick moved to accept, Melanie seconded, committee approved.</p>	Kim Hokanson, Chair

	<p>The committee reviewed a list of eleven potential BHPC applicants and discussed interviewing candidates.</p> <p>The committee discussed appropriate positions for candidates that would maintain no less than fifty percent (51%) family members and consumers with mental illness that would also reflect the to the greatest possible extent the demographic characteristics of Idaho citizens.</p> <p>The committee voted on candidates Jim Rehder (Adult Substance Use Disorder), Chelsea Lincoln (LGBTQ), Dahlia Strainer (Representative for the Hispanic Community), Jenny Teigen (Certified Peer Recovery Coordinator, Certified Peer Support Specialist), Max Sorenson (VOC Rehab), Renee Miner (Education), Dr. James (Ryan) Shackelford (Provider) for membership. Tammy moved to accept, Rick seconded, committee approved the candidates.</p> <p>Youth and Transitioned Youth categories were removed from the matrix. Neither category is federally mandated. Media, Pharmacy, Hospital, Crisis Center, and Faith-Based categories were discussed.</p> <p>The Committee voted and approved adding a Crisis Response and a Faith-Based category to the membership matrix under community stakeholders. Penny moved to accept, Rick seconded, the committee voted to approve.</p> <p>The committee composed a response to future membership inquires.</p> <p>The committee voted and approved to renew all active expired members. Tammy moved to accept, Melanie seconded, Committee voted to approve.</p> <p>ACTION: Kim Hokanson will send a list of council members with term expirations to Jon Meyer, DBH, and the governor’s office.</p> <p>ACTION: Melanie Fowers with speak with a possible Tribal candidate, Tammy Rubino will speak with a possible Crisis Response candidate, Penny Jones will speak with a possible Faith-Based candidate.</p>	
1:00 – 1:15	Break	
1:15 – 3:30	<p>Block Grant Review <i>Review the Block Grant application and create a list of all the topics and questions for discussion with the Division of Behavioral Health Program Specialists.</i></p> <p>The committee reviewed the block grant requirements and coverages as well as the block grant application.</p> <p>The group discussed the transfer of funds from Children’s Mental Health to Medicaid to meet funding requirements.</p>	Kim Hokanson, Chair

	<p>BHPC's role is to review the block grant to confirm the grant application addresses the gaps and needs in Idaho for the populations that do not have access to Medicaid reimbursable services. BHPC will provide any questions, feedback, responses and recommendations via a letter to SAMSA.</p> <p>The committee identified Indicators, Housing, Mental Health services for Adults/Children in rural areas, Transportation in rural areas as areas for discussion with Division of Behavioral Health grant writers.</p>	
3:30 – 4:00	Review Discussions	
4:00	Dismissal	

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Tuesday, July 30, 2019
9:00 a.m. – 4:00 p.m.

Time	Agenda Items	Topic Host
9:00 – 9:15	<p>Welcome and Greetings</p> <p>In Attendance: Tammy Rubino, Rick Huber, Melanie Fowers, Penny Jones, Kim Hokanson, Maggie Finnegan, Treena Clark, Jon Meyer, Alacia Handy, Kim Nealey</p>	Kim Hokanson, Chair
9:15 – 10:00	<p>Discuss & Schedule Next Idaho Behavioral Health Planning Council Meeting</p> <p><i>Discuss possible dates for the next in-person BHPC Meeting and schedule a date in October 2019.</i></p> <p>Tentative dates for the next BHPC meeting: October 16 – 18, 2019.</p> <p>Sub-Committees to meet on the 16th</p> <ul style="list-style-type: none"> - Children's Mental Health - Membership - Prevention - Budget - Executive - Governor's Report 	Kim Hokanson, Chair

	<p>At the next meeting, BHPC will discuss the following items:</p> <ul style="list-style-type: none"> - BPA (SUD, Mental Health/Respite), Empower Idaho, and Office of Drug Policy report on how they use block grant money - Report on PFS (Partnership for Success) grant because they provide funds for Regional Behavioral Health Boards - RBHB need to report on gap and needs so BHPC can advocate for regional behavioral health needs with the Governor/Legislation - Select BHPC members report on the needs of their respective representative groups <p>The Committee will contact the contractors and regions to discuss presentation format and topics. The presentations will be in question and answer format.</p> <p>ACTION: Kim Hokanson will draft a letter to the Regional Behavioral Health Boards to discuss their relationship with the BHPC.</p> <p>The committee discussed the arranged liaison with the Governor through the Governor's Report.</p> <p>The Committee discussed membership and confirmed the tasks of members to reach out to designated candidates.</p>	
10:00 – 11:00	<p>Review Gaps & Needs Analysis <i>Compare and integrate DBH's Gaps & Needs Analysis with the Regional Behavioral Health Board's current form. Vote on the new form.</i></p> <p>The committee will ask DBH regions to submit the gap and needs report form to the BHPC by 9/30/19.</p> <p>The group discussed the impact of block grant initiatives on the budget. The BHPC must allocate funds to each initiative at the October meeting.</p> <p>The group reviewed the Gaps & Needs Analysis form designed by the BHPC in comparison with DBH's form. DBH's form is designed for the block grant and requests specific data.</p> <p>The Committee voted to keep their current form rather than adopting DBH's Gaps & Needs form. Penny moved to accept, Rick seconded, committee approved.</p>	Kim Hokanson, Chair
11:00 – 11:15	Break	
11:15 – 12:30	<p>Working Lunch: Block Grant Review Continued <i>Continue to review the Block Grant application and create a list of all the topics and questions for discussion with the Division of Behavioral Health Program Specialists.</i></p>	Kim Hokanson, Chair

	<p>The committee identified several gaps and areas of need for behavioral health services in Idaho.</p> <ul style="list-style-type: none"> - Transportation (outside of Medicaid reimbursable services) - Housing (affordable housing where the owner contributes to help gain self-reliance) - Law Enforcement & Mental Health Treatment (Education, Training, Policy, Workforce) - Buy-in from (providers, community stakeholders, consumer) 	
12:30 – 1:30	<p>Block Grant Analysis <i>Discuss compiled topics and questions with the Division of Behavioral Health Program Specialists.</i></p> <p>The committee requested a more accessible format for the block grant. Currently it is posted on the IDHW (Health & Welfare), DBH website. DBH discussed a user-friendly block grant at-a-glance document previously shared with the committee.</p> <ul style="list-style-type: none"> - DBH tasked the planning council with designing an accessible format for the block grant to make it easier to interpret. <p>DBH suggested the committee model the BHPC off another state’s planning council. DBH is prepared to address recommendations made by the BHPC in the future Governor’s Report.</p> <p>The committee discussed BHPC membership retention and recruitment to help maintain the consumer and family-member presence on the council.</p>	Kim Hokanson, Chair
1:30 – 1:45	Break	
1:45 – 3:30	<p>Block Grant Completion <i>Discuss and finalize the Block Grant application with the Division of Behavioral Health Program Specialists.</i></p> <p>The group asked if an individual without a substance use disorder (SUD) but with a mental health disorder (MHD) can use housing reserved for individuals with a substance use disorder? DBH responded no. SUD houses are designed for treating SUDs. The type of treatment and staff needed to treat SUD and MHD are extensively different. There are some enhanced houses that are targeted for mental health but finding a provider network is an issue.</p> <p>The committee asked how the block grant addresses transportation for mental health transportation and housing.</p> <ul style="list-style-type: none"> - Treatment covered by the mental health block grant has to be an evidenced-based and oriented in the community setting. - Direct payment services are not paid for out of the mental health grant side. - On the SUD side, those recovery services are in rule and are defined. 	Kim Hokanson, Chair

	<ul style="list-style-type: none"> - The grant is written to address contracts with advocacy groups to assist with mental health services. <p>The group asked if a need is transportation to an activity, how can block grant funding can help address the need for transportation to an activity.</p> <ul style="list-style-type: none"> - Transportation barriers extend across all areas and funding is primarily dedicated to transportation to treatment. - Legislation has to change in order to address federal restrictions on grant use. Local and city government can possibly assist with housing and transportation such as housing coalitions and city public transport. <p>The committee asked if the block grant addresses funding research.</p> <ul style="list-style-type: none"> - Research funding may be part of the state planning council funding. DBH will research whether or not those special project funds can be used towards transportation. 	
3:30 – 4:00	Review and Finalize Discussed Meeting Topics	Kim Hokanson, Chair
4:00	Dismissal	