



## Behavioral Health Board – Region 3 Serving Adams, Canyon, Gem, Owyhee, Payette and Washington Counties

### Region 3 Behavioral Health Board Executive Committee Meeting Wednesday, May 25, 2022 from 9:30am - 10:00am

**In Person:** Canyon County Administration Building, Community Room located at 111 N 11th Ave, Rm 130 Caldwell, ID 83605

**Via Zoom:** Join from PC, Mac, Linux, iOS or Android: <https://uhsinc.zoom.us/j/99926143611?pwd=R1ozNnRCZVhkV1IrTlpKaXVPVVdwQT09>

Password: 979765 and Meeting ID: 999 2614 36110

Or Telephone: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592

Time	Agenda Item	Presenter
9:30am	Welcome, Call to Order and Roll Call	Melissa Mezo, Chair
9:35am	Review and approve minutes (April 20, 2022, and April 27, 2022)*	Melissa Mezo, Chair
9:40am	Review of current positions: Vote on board applications*	Melissa Mezo, Chair
9:45am	Update to meeting location	Melissa Mezo, Chair
9:55am	Wrap up and adjourn	Melissa Mezo, Chair

\*denotes information provided in packet

Next scheduled board meeting: June 22, 2022



## Behavioral Health Board – Region 3 Serving Adams, Canyon, Gem, Owyhee, Payette and Washington Counties

### Minutes – Region 3 Behavioral Health Board Executive Committee

Wednesday, April 20, 2022

12:30 – 1:30

Southwest District Health – 13307 Miami Lane, Caldwell, ID 83607

**Executive Committee Attendees:** Melissa Mezo, Mark Rekow, Chris Partridge, Penny Jones

Agenda Item	Discussion	Motion	Action
Welcome and call to order			
Discussion of pending grant applications  <b>ACTION:</b> Approval of supported grant applications	SWDH provided an overview of considerations for funding decisions: <ul style="list-style-type: none"> <li>● <b>Contract/subgrant/sponsorships:</b> <ul style="list-style-type: none"> <li>○ All work/activities would need to start after the agreement was fully signed and be completed no later than 4/30</li> <li>○ Final invoices must be received no later than May 10 for processing</li> <li>○ Any contract/subgrant/sponsorship would need a minimum of 5-7 business days for internal development and signature routing</li> </ul> </li> <li>● <b>Purchases/products:</b></li> </ul>		



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	<ul style="list-style-type: none"> <li>○ Any final purchases or products would need to be ordered and received no later than 4/30</li> </ul> <p>The Executive Committee reviewed applications from:</p> <ul style="list-style-type: none"> <li>● Serenity Wellness/Canyon Recovery Community Center (\$14,956)</li> <li>● Clarity Counseling Connections (\$13,000)</li> <li>● Lori Farens (\$7,214)</li> <li>● Idaho federation of families (\$5,000)</li> <li>● Ryan Hulbert (\$8,000)</li> <li>● Advocates Against Family Violence (\$10,625)</li> <li>● Serenity Wellness (\$6,500)</li> <li>● REVISED in meeting submission from Serenity Wellness/ Canyon Recovery Community Center (\$5,190)</li> </ul>	<p>Action: Chris Partridge moved to approve the revised proposal from Canyon Recovery Community Center, seconded (Mark Rekow). Motion carried unanimously.</p>	<p>SWDH to work with Canyon Recovery Community Center to develop agreement to support approved application.</p>
Wrap up and adjourn			

Next scheduled Executive Committee meeting:  
April 27, 2022 – 9:30-10:00





# Behavioral Health Board – Region 3

## Serving Adams, Canyon, Gem, Owyhee, Payette and Washington Counties

### Region 3 Behavioral Health Board Executive Committee Meeting

Wednesday, April 27, 2022

9:00 – 10:00 am

Southwest District Health – 13307 Miami Lane, Caldwell, ID 83607

BHB EC attendees: Melissa Mezo, Chris Partridge, Jennifer Burlage, Penny Jones

Agenda Item	Discussion	Motion	Action
Welcome and call to order			
Review and approve minutes (March 2022 minutes) *	Reviewed March committee meeting minutes	Motion made (Jennifer Burlage), and seconded (Chris Partridge), to approve March minutes. Motion carried unanimously.	
Discussion: Review of current applications and open board positions Action: Vote on board applications*	Discussion on open positions within the Board. Currently looking to fill the following seats: <ul style="list-style-type: none"> <li>• Prevention specialist</li> <li>• County Commissioner</li> <li>• Family member of adult SUD consumer</li> </ul> No applications for the committee to review.		
IDHW Update – contract updates, next steps for staffing and board support	IDHW and Southwest District Health met to develop a contract transition plan. SWDH will provide historical documents to IDHW and board leadership via a google drive by April 30. SWDH will host the board website until a new URL is live.		

	<p>IDHW will be creating a stand-alone website for the board to use moving forward.</p> <p>IDHW plans to hire a part-time administrative staff to support the board. Anticipates this will take 2-3 months. IDHW invites a member of the Executive Committee to participate in the interview process.</p> <p>Tiffany Prochaska is the primary IDHW contact for the board moving forward - <a href="mailto:tiffany.prochaska@dhw.idaho.gov">tiffany.prochaska@dhw.idaho.gov</a>.</p> <p>The Executive committee discussed who will support the board with the following until an administrative support can be hired.</p> <ul style="list-style-type: none"> <li>• Calendar invitations</li> <li>• Meeting minutes</li> <li>• Agendas</li> </ul> <p>Melissa and Joy will provide the logistical/administrative support in the interim.</p>		<p>Executive Committee to identify a representative to participate in the hiring process.</p>
<p>Partnerships for Success Grant Update – Notification to Office of Drug Policy</p>	<p>The board leadership has acknowledged support of various Partnerships for Success efforts, with SWDH no longer providing administrative support to the Board the leadership the board may need to notify the Office of Drug Policy of the change in contract status. The committee reviewed the current special terms and conditions acknowledged by board leadership.</p>		<p>Melissa to draft a notification letter to send to the Office of Drug Policy. Melissa to send to committee to review prior to submission to ODP.</p>
<p>Budget Review and Funding</p>	<p>SWDH provided an update on the YTD budget, no questions from the group.</p>		
<p>Identify future meeting location</p>	<p>The committee discussed potential meeting locations for future board meetings. Considered neutral location, parking availability, and technology available within the space.</p> <p>Board to move forward with securing a meeting space at Treasure Valley Community College.</p> <p>Melissa to send calendar invitations and zoom link for future board meetings.</p>		<p>Aaron St. George to coordinate securing the space. Aaron will schedule a tour of available meeting space.</p>



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	<p>Jen suggested moving the Executive Committee meeting to the 2<sup>nd</sup> Tuesday of the month to align with the monthly agenda planning meeting. Melissa will follow up via email with a scheduling poll to see how best to streamline the agenda planning and Executive Committee meetings.</p>		
<p>Wrap up and adjourn</p>	<p>Community update: Kim Hokanson, chair of the Statewide Behavioral Health Planning Council discussed the readiness impacts of the board no longer receiving administrative and fiduciary support from SWDH. The planning council will meet in May.</p> <p>Adjourn at 10:00am</p>		<p>Kim will share the planning council's meeting schedule with Melissa to distribute to the Board.</p>

Next scheduled board meeting:  
May 25, 2022, Location TBD

DRAFT