



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"> • Prevention specialist • County Commissioner • Family member of adult SUD consumer 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 SWDH will provide historical documents to IDHW and board leadership via a google drive by April 30.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 - tiffany.prochaska@dhw.idaho.gov.</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"> • Calendar invitations • Meeting minutes • Agendas <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 2nd 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