

Central Service Area Authority Board Meeting

Board of Investments – 2401 Colonial Drive --- Helena

Wednesday October 17, 2007 -- 10:15 AM to 3:20 PM

Call to Order, Introductions

Vice-Chair Martha Bottelson called the meeting to order at 10:15 AM. Board members and visitors introduced themselves.

Attendance

- Board Members Present: Vernon Bishop, Martha Bottelson, James Gustafson, Lee Lembke, Mike McLaughlin, Joe Moll, Marlene O'Connell, Tom Peluso, Molly Protheroe, Matthew Stewart, Jacob Wagner, David Young, Jeffry Krott (Alternate for Gary Mihelish)
- Board Members Absent: Dan Aune, Kathleen Hartman, John Kultgen, Mike Menahan, Anita Roessmann, Lenore Stiffarm, Gary Travis,
- AMDD Present: Dennis Cox, Jane Wilson
- Others Present: Tara Weller, Center for Mental Health Advisory Board President; Ricky Rowe, Jr, Center for Mental Health Advisory Board Vice-President; Shane "Justin" Jordan, Guest/Consumer; Tracy Velazquez, Montana Mental Health Association
- Staff: Ellen Cox, Recording Secretary

Minutes

Vernon Bishop moved to approve the September 27, 2007, CSAA Board Meeting Minutes as amended). Second by Molly Protheroe. Approved. (Change Eve Vincent to Eve Franklin on the attendance list.)

LAC Reports

Gallatin County—Jacob Wagner

- Gallatin County LAC has not met yet; it will meet on 29th to coincide with AMDD Listening Tour

Havre—Lee Lembke

- LAC committees have been meeting at people's homes.

Great Falls—Joe Moll

- Montana State Hospital Chapel discussion
- Arranging for AMDD listening tour on Monday

Helena—Molly Protheroe

- Hasn't met
- ComPeer Program—Jeffrey Krott reported that Les Clark will be the program officer; he will start October 31, 2007. Les has as been working at Montana State Hospital but will move to Helena for this position. His office will be at RMDC in the Neighborhood Center.

Teton/Pondera, Fort Belknap, Park County—No reports

Treasurer's Report—Mike McLaughlin

Mike handed out *Revised Year-End Report* and reviewed with the Board. Changes were suggested. Mike reported that he inherited the financial books from Intermountain and never had a clear beginning balance

for FY 2007 (July 1, 2006-June 30, 2007). Mike wanted to start FY 2008 with a specific starting amount so he finished up the FY 2007 books this way. Mike clarified that the CSAA functions on a cash basis.

Tom Peluso moved to accept the Revised Year-End Report as amended and subject to audit. Second by Lee Lembke. Approved. (See amendments in meeting documents folder.)

Mike handed out the *September 2007 Treasurer's Report* and reviewed it with the Board.

Tom Peluso moved to accept the September 2007 Treasurer's Report as amended and subject to audit. Second by Molly Protheroe. Approved. (See amendments in meeting documents folder).

Mike handed out the *October 2007 Treasurer's Report* and reviewed it with the Board.

Concern was expressed about people making motel room reservations so late that room rates are higher.

- Could we get a block of rooms? Concern: That puts a lot of responsibility on people, who may find that extra responsibility difficult. Clarification: Blocks of rooms not used by a certain date open for any one to reserve, so nobody would have to worry about cancelling if it was done this way.
- We are currently working with Hampton Inn. Do we need to change motels?

Molly Protheroe moved to park the motel room reservation issue for now. Second by Vernon Bishop. Approved.

Vernon Bishop moved to accept the October 2007 Treasurer's Report as presented, subject to audit. Second by Molly Protheroe. Approved.

Strategic Planning -- David Young

3 things to connect: New Freedom, Statutory requirements (contract with AMDD), and ____
Dave credited Dan Aune for his work on the Strategic Plan. Dave said he had a problem with the Objectives (game plan for reaching goals) because they are not measurable—if you can't measure it, it's probably not worth doing. Do we have baseline data? Can we show that we are making an impact? Dave used football as an analogy to help the Board connect on the issue of objectives.

Vision Statement: (seeing the football go through the goal posts)

- Add co-occurring—although the state assumes all mental illness is co-occurring, this may be a new concept for some.
- Add impact on stakeholders.
- Mental health affects whole community.
- This is about marketing—keep it short, easy to remember. Put details in mission. Suggestion: CSAA: *Consumers and families creating access to treatment that works*. Comment: that this is more of a tagline than vision statement.
- Need to include families because if a person who has been in treatment and is in recovery, comes home to a family not in recovery, recovery doesn't work.
- Do we need language about prevention?
- So many things change that strategic plans should be considered as valid for only three years.
- If comparing mental illness to polio, right now the treatment of mental illness is in its crisis management era, comparable to the iron lung era of polio treatment..
- Add early intervention.

Molly Protheroe moved to accept the Vision Statement as revised by the group, and recorded by Tracy Velazquez. Second by Vernon Bishop. Approved.

Mission Statement: (game play plan)

- We don't need to give the play by play in this section.

- “individual” is language often used by law enforcement. Let’s change all “individual’ to the word to person. We are people first.

Vernon Bishop moved to accept the Mission Statement as revised by the group, and recorded by Tracy Velazquez. Second by Tom Peluso. Approved.

Molly Protheroe moved to accept statutory (Montana Code) section as it currently exists. Second by Vernon Bishop. Approved.

Strategic Planning Resumes—David Young

Three groups with membership determined by count-off met, each to cover two of the six Objectives. As the groups reported back, Tracy Velazquez recorded recommended changes on a laptop that was projected for all to see.

Tom Peluso moved to accept the Strategic Plan document, updated and modified today, as the CSAA Strategic Plan for FY 2008. Second by Vernon Bishop. Discussion: **Instead of “Objectives” on page 2 say “Guiding Principles.” Molly Protheroe amended the motion to include this.** By the end of November 2007, Goals 3-6 with will be reformulated to include measurable objectives. **Make every outcome in far right column measurable** and then the plan will be complete. **These amendments to the motion were accepted by Tom. Second by Vernon Bishop. Passed.**

AMDD Report—Jane Wilson

- BHIFs (Behavioral Health Inpatient Facilities)-- first work group meeting was October 9-10 to look at licensing and treatment. Funding approved for FY 09. Next meeting will be on building specs and staffing.
- First phase of fee-for-service is starting. Fee-for-Service will start for selected groups as soon as changes can be made to the reimbursement system, hopefully in January.
- 72 HPE (72 Hour Presumptive Eligibility)—ACS has been hired to develop 72 HPE and will be coming to the next SAA Summit. The CSAA should put down in writing exactly what it means when it talks about 72 HPE.
- RFP for community recovery grant services (Jan-July1, 6 month) will be out in next month or so.
- Community Liaison positions—the job profile for these 5 half-time positions has been drafted and is currently being classified by Human Services.
 - Positions will be located in Helena and 2 other communities.
 - Who did you collaborate with about placement of these persons? Will ask Dan Ladd.
 - Hiring will be the same as for all state positions. The position will be advertised online and in newspapers. Initial applications will go to Human Resources where they will be evaluated and scored. Higher scorers will be interviewed. All interviewees will be asked the same questions.
- TAC (Tech Assistance Collaborative) Report of 2001—Recommendations made by this report are being reviewed.
- Working on web-based system for recovery markers.
- IMR Evidence-based practice for practitioners
- Network of Care presentation— Attendees loved it; it is very user friendly.

Public and Consumer Comment

There were consumers in attendance in the audience who left before this item was reached. They shared their thoughts with Jeffrey Krott before they left and Jeffrey related that they are concerned that people who attended the meeting are not included in the meeting.

Discussion

- ✓ Congress advises the Board. Congress needs to meet more often.
- ✓ We, as Board members, need to make sure we get information to Congress and the LACs.

- ✓ Committees can be composed of Board and non-board members. We need to work on developing committees.

CSAA Business

Several recommendations needed formal ratification as there was not a quorum at the last CSAA Board meeting. Martha Bottelson read Mavis Youngbear's Board application aloud.

Tom Peluso moved to confirm the appointment of Mavis Youngbear to fill the unexpired term of Dolores Plumage. Second by Vernon Bishop. Approved.

Tom Peluso moved to accept the resignations of Gary Travis and John Kultgen and that and Secretary Vernon Bishop write a letter of thanks to each. Second by Vernon Bishop. Approved

Tom Peluso issued a requested for primary representatives and alternates for the CSAA Board from Teton/Pondera and Park County. Vernon will contact these LACs with the necessary information.

Tom Peluso moved to approve the minutes of July 27, 2007, CSAA Meeting as presented. Second by Marlene O'Connell. Approved.

Molly Protheroe moved to confirm Martha Bottelson as the CSAA Registered Agent, and that Martha will follow through with completing that task as required by the Secretary of State's Office. Second by Marlene O'Connell. Approved. (The Registered Agent is the Secretary of State's CSAA contact person.)

It was moved that Martha Bottelson be confirmed as secondary check signer for the CSAA. Second by Jacob Wagner. Approved.

Miscellaneous

- Dan Ladd, Joyce DeCunzo, and Anita Roessmann are in Minneapolis right now learning about BHIFs.
- AMDD Contract is a dynamic document that will go through many changes. Comment: we did not collaborate in the current contract. Jane: the contracts went out to every SAA for comment.
- Molly Protheroe handed out *Draft of CSAA Duties—Tasks as Per Contract* and expressed concern that we have done nothing to meet the requirements stated in the Contract.
 - The contract that was signed recently is for July 1, 2007- June 30, 2008.
 - Molly noted that we are already behind on 15 items. Her specific concern is that AMDD may withhold Board funding if the CSAA fails to fulfill the requirements of the contract.
 - *Draft of CSAA Duties—Tasks as Per Contract* was parked until the next meeting.
 - Ellen will forward copy of the Contract to Board members.
- CSAA Board Meeting Absences handed out by Martha and reviewed.

Jacob Wagner moved that the Board decide whether to terminate Kathleen Hartman's tenure on the Board at the next meeting. Second by Vernon Bishop. Approved.

- Ellen Cox will remove all names of people who are no longer board members from the absence list.
- It was requested Ellen create a column indicating whether a Board member represents an LAC (and which one), or is At-large.

Parked Items

- Reservation of motel rooms.
- Deferred assignment of tasks from Molly Protheroe's list. Some items may be completed before the next meeting.

The next CSAA Board Meeting will be November 30, 2007, in the same location.

The meeting was adjourned at 3:20 PM