

Date / Time of Meeting	September 9, 2016 10:00 PM–11:30 PM Dial in: 1-866-906-9888 Host Code: 36820841 Participant code: 2927162
Meeting Purpose	Interagency Governance Team
Host	Pat Martelle, Project Manager, Division of Behavioral Health

Participant	Att'd	Participant	Att'd
Carol Dixon	X	Ross Edmunds	X
Charlie Silva	X	Pat Martelle	X
Connie Sturdavant		Lynn Thompson	X
Dave Sorenson	X	Marcy Chadwell	X
Jennifer Griffis	X	Matt Wimmer	X
Kim Hokanson	X	Miren Unsworth	
Lael Hansen	X	Vanessa Morgan	X
Eric Walton	X	Logan Zuck	X
Treena Clark	X	Guest: Maria McConnell	X

AGENDA

#	Topic	Topic Owner	Discussion	Decisions
1	Welcome and Roll Call	Pat Martelle	Introduction of Maria McConnell and explanation of her role: Executive Director of Idaho Youth Advocates; the advocacy agency's goal is to help fill in the gaps and help advocate where needed. More information on the organization can be found here: www.idahoyouthadvocates.org www.idahoya.org	
2	Review of minutes from last meeting			Minutes approved as written.

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		Pat Martelle		
3	Review of Appendix D of the Settlement Agreement and decisions that need to be made	Pat Martelle	<p>Pat presented a proposal for how the group may choose to operate—referred to as a “conversation starter” document. Project plan will be posted on dedicated website on 9/30/16 (www.yes.idaho.gov). Goal is to have IGT review products and processes of the Project and provide advisory input.</p> <p>Question regarding purpose of subcommittees within IGT; the subcommittees are outlined within the requirements of the Settlement Agreement. Major component of IGT responsibility is that focus on family engagement is occurring within the workgroups. Subcommittees within IGT may convene as needed, and may be based on a particular area of focus. Suggestion to have specific people head up specific interests. Question in regards to the limitations or “extent of reach” of the IGT in terms of providing advisory input: the IGT is not to direct, but to advise and oversee.</p> <p>The membership identified five potential areas of focused oversight: 1. Overall progress on implementation. 2. QMIA issues.</p>	<p>Pat will make available the list of all workgroups and their deliverables.</p> <p>Need to have an operational agreement that at the end of each meeting discussion will occur surrounding confidentiality of topics. Identify the talking points at the end of each meeting appropriate to share. Talking points will then be published.</p> <p>Monthly status report will be made available to IGT.</p>

**Idaho Children's Mental Health Reform:
Interagency Governance Team Meeting Minutes**

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			<p>3. System of care development. 4. Financial. 5. Necessary rule changes.</p> <p>Must establish agreement in regards to overall confidentiality and sensitivity of information discussed.</p> <p>Suggestion that full operating guidelines may not be needed to get started.</p>	
4	Next steps	Membership	<p>Define operating guidelines and roles.</p> <p>Pat will be present representing project. Treena will be present representing DBH. Ross will be present as leader, but a chair and co-chair is to be chosen by the membership.</p> <p>Suggestions made that leadership stay among the community stakeholders.</p> <p>Suggestion to have additional providers participate, to ensure coverage from other parts of the state and to ensure perspective is represented and have backup representation.</p>	<p>Nominations for chair and co-chair to be submitted via email, decision made at next meeting on October 7th.</p> <p>First Operational Guideline: leadership (chair and co-chair) stay among the community stakeholders.</p> <p>The IGT can form ad hoc committees as needed that can include other community providers and stakeholders.</p> <p>QMA Council rep to be invited to next meeting to present the work they will be doing.</p> <p>Communicate information regarding wraparound training coming up in October. Potential attendance of training on October 5th.</p>
5	Next meeting: TBD	Membership	<p>October 7th, 10 a.m. - 12 p.m.</p> <p>Look at for next meetings, or video conferencing.</p>	<p>Next meeting will occur Friday, October 7th, 10 a.m. to 12 p.m. in conference room 3A. Will use GoToMeeting or similar application</p>

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				so membership that calls in can review documents being viewed by the in-person membership.

The IGT will track action items and their status from the meetings here:

Follow Up Items	Date Opened	Owner	Due Date	Complete/Comments	Status
Pat will make available the list of all workgroups and their deliverables.	9/9/16	Pat Martelle	Prior to October 7, 2016		OPEN
Nominations for chair and co-chair to be submitted via email, decision made at next meeting on October 7 th .	9/9/16	Membership	Prior to October 7, 2016		OPEN
Disburse the Idaho Implementation Plan to membership.	7/26/16	Pat Martelle	9/2/2016	Emailed 9/2/16	CLOSED
Develop materials for membership's orientation to the Plan, workgroups, and subcommittees, including an explanation of defendant roles and identification of other subject-matter experts whose input the IGT may want to access.	7/26/16	Pat Martelle	9/2/2016	Emailed 9/2/16	CLOSED
Request if Jon can create a link for the IGT on website.	7/26/16	Pat Martelle	9/2/2016	Modifications to the website have been requested and are scheduled in the month of September.	