

Date / Time of Meeting	November 4, 2016 10:00 PM–12:00 PM Dial in: 1-866-906-9888 Access code: 2927162
Meeting Purpose	Interagency Governance Team
Host	Treena Clark, Division of Behavioral Health

Participant	Att'd	Participant	Att'd
Carol Dixon - Advocate	X	Ross Edmunds - Behavioral Health	X
Charlie Silva - St Dept. of Ed.		Pat Martelle - Project	X
Connie Sturdavant - Provider	x	Lynn Thompson - DHW/CMH	X
Dave Sorenson - Provider	X	Marcy Chadwell - DJC	
Jennifer Griffis - Parent	X	Matt Wimmer - Medicaid	X
Kim Hokanson - Parent	X	Miren Unsworth - FACS - represented by:	x
Lael Hansen - Juvenile Justice		Vanessa Morgan - Parent	X
Eric Walton - Class Member		Logan Zuck - Class Member	
Treena Clark - DHW support	X	Maria McConnell - Advocate	X
Candace Falsetti - DHW	x		

MINUTES

#	Topic	Topic Owner	Discussion	Decisions
1	Welcome and Roll Call	Vanessa Morgan		
2	Review of minutes from last meeting	Vanessa Morgan		Notes from last meeting accepted as written and approved.
3	Schedule December 9	Vanessa Morgan	Dr. Israel will be here on December 9 th . We need to determine if IGT would like a full day with Dr. Israel, or partial day with orientation from others in the afternoon. Suggestion to meet with Dr. Israel in the morning, then regular business in the afternoon. Suggestion to go from 9 -2, with 9-12 with Dr. Israel, and then 12-2 for IGT meeting. Plan to have Dr. Israel return monthly, not a firm schedule at this point.	Meeting 9-2 December 9 th . Review documents prior to attending.

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			Request for materials regarding what Dr. Israel will be presenting ahead of meeting in order to increase familiarity with topics being discussed.	
4	Review of Action items	Vanessa Morgan	Discussion surrounding how attachments are delivered. Preference to have documents sent out as they come and outside of meeting calendar invites.	Preference to have documents sent out as they come and outside of meeting calendar invites.
5	Parent Voice Proposal	Jennifer Griffis	Jennifer discussed experience of parents throughout project and shared in the Parent Voice Proposal identified concerns parents have voiced. Jennifer mentioned the mentality of “Nothing about us without us.” is not being adhered to and stressed the importance of addressing this issue now before moving further into the project. Concern that decisions are being made and then parents are being informed. Jennifer stated it needs to be a shift culture and habit, and also identified that parents are not meant to be decision makers, but problem solvers who help connect issues with the appropriate workgroup or network. Jennifer stressed meeting the intent of the goal of parent involvement. Jennifer acknowledged limitations such as time requirements and notice. Suggestion to have parent partners that are more involved in the group work level, have them “hang out with” staff more in order to enable staff to see things from the eyes of the parent. As an example, Jennifer asked about parent involvement in training (i.e. upcoming Chief Summit could have parent attendees) to help recognize the importance of the parent voice. Vanessa stated it is also important, that if the parent will be involved, to ensure they are prepared as well. Pat mentioned that in the contract with IFF it states that it is their responsibility to help bring parents to involvement. Carol suggested that the true level of involvement expected from parents is equal to a job, and yet they are volunteers, so it may be needed to consider paying a parent role position. Pat shared that a proposal has been written to have a staff member who is also a parent serve as a parent liaison and stressed that as quickly as possible we are working to identify ways to incorporate involvement. Jennifer explained that ideally there would be parent “buddies” working alongside someone like Pat in order to streamline communication involvement, not to create additional work. Jennifer stated that she didn’t want the potential barriers such as compensation to become roadblocks to beginning to increase parent involvement. Pat stated that we are in agreement at increasing parent	Pat will meet with designated representatives to talk through specific events mentioned in the proposal and seek solutions.

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			<p>involvement, and appreciated the feedback on how to increase parent involvement. Carol stated it's not meant to be a criticism of partnership, but an identification of where we are and how to grow as we move forward. Pat raised question on uncertainty of knowing when to include on communications; Jennifer suggested when in doubt, communicate. Pat suggested a weekly conversation with the parents to increase communication. Lael discussion of importance of balance of knowledge and learning curve with the understanding that complete knowledge cannot be shared from either party to the other. Clarification on proposal - is intent to have parent on staff, or parents who buddy up with staff? Jennifer responded that it may depend on situation, and also shared the concern that having a parent on staff creates the scenario where the parent then does become staff, and also doesn't want the parent to feel like they have to become a professional to have a voice. Jennifer stressed the importance of the value of the parent voice as a volunteer. Vanessa highlighted the challenges of time and struggle of sharing the pain of your voice as a parent while in the midst of family life and that additional services (i.e. therapy, et al) may be needed for parents who have a voice to share. Ross shared the challenge of the mentality of the state system and the focus on volunteerism as well as the concern of the pressure of having a paid parent representative having to be the main voice or advocate for all parents. Ross also suggested that we revisit the relationship with the Federation. Ross and Carol shared importance of selecting the right parents so that their voice didn't become marginalized if frustration or anger arose so that the true impact of their voice can be heard. Ross shared the challenge of creating a balance of ensuring input and voice from parents in joint decision making while responsibility for the no fail system lies on us. Maria shared that it's important for everyone to share barriers. Ross explained the difficulties of the complex nature of the partnership in light of the fact that partners are also those who are on the other side of the lawsuit.</p> <p>Jennifer brought up the Federation and their role: they can bring parents to involvement, but cannot guarantee involvement or sustainability. Jennifer explained that buddies or partners now are here for the implementation whereas the Parent Network and Federation would be the sustainable aspects that would be ongoing post implementation. Jennifer stated that she didn't think it was the</p>	

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			<p>Federation role to identify and provide parents at every level, rather than that would be a partner and agency decision. Ross agreed that there is no way to expect the Federation to ensure that the parent voice is included at every level, because that is a cultural shift, but we do have to count on the Federation, as a paid contractor, to help provide parent perspective, and that discussion needs to happen on the role of the Federation. Ross suggested a white paper outlining contractual agreements to receive input ensuring the best use of the contract. Jennifer stated the concern of the current rules limiting work needing to be done. Ross stressed the importance of getting to where the impact of the work done truly being felt. Jennifer stressed the need to ensure communication to overcome barriers occurs. Pat stated importance of working together and stated she will meet with designated representatives to talk through specific events mentioned in the proposal and seek solutions.</p> <p>Vanessa stressed importance of remembering that parents are solutions, and not to be blamed but rather helped when looking for help for the children involved. Ross stated that it's a major system change to overcome the judgment that occurs in the system and that one of the best parts of CANS is that it isn't an assessment; it's a means of communication. Discussion centered on the importance and impact of knowing each other's stories and sharing them.</p>	
6	Project Plan update - what is happening and what is blocking things from happening?	Pat Martelle	In light of time constraints, please review the update as posted on the website. If questions arise, please contact Pat Martelle.	
7	Discuss By-laws - time permitting	Vanessa Morgan	Deferred until next meeting. Please review the draft and be prepared for discussion on December 9 th .	
8				

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	Emailed 10/3/16	CLOSED

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

Follow Up Items	Date Opened	Owner	Due Date	Complete/Comments	Status
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	10/7/16 Membership established duties and terms. Chair and Vice-Chair elected 10/3/16 Need decisions on duties, term, nomination process and election process.	CLOSED
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	10/7/16 Committee and workgroup pages are being developed for the YES Website. Goal is to have each workgroup or committee site complete with a: <ul style="list-style-type: none"> • Shortened version of the charter in the center area • A link to the full charter on the right • A link to the calendar that will hold all meetings for all workgroups (all meetings that I have received have been posted to the calendar, but many do not have any detail at all, dates and times only) • A List of workgroup members (with no roles indicated for now) • Any official meeting docs (agendas, minutes, etc.) We can launch without these if needed. Webpages for IGT, Clinical Advisory Workgroup and Workforce Development Workgroup should be launched by end of October 7/26/16 Modifications to the website have been requested and are	Communications person will start on Monday, November 7 th , request has been submitted.

Follow Up Items	Date Opened	Owner	Due Date	Complete/Comments	Status
				scheduled in the month of September.	
Ross will construct talking points to provide the IGT in regards to his update.	10/7/16	Treena Clark	Prior to 11/4/2016	Talking points added to minutes	Closed
Treena will work with Vanessa and Dave to begin work on bylaws.	10/7/16	Treena Clark	Prior to 11/4/2016	10/7/2016 Example of R7 Behavioral Health Bylaws and links to Idaho Behavioral Health Planning Council and R4 Behavioral Health by-laws sent to Vanessa and Dave	Closed - Draft of bylaws has been produced.
Revise look of website to indicate clearly that updates are available YES Updates on the website to indicate more clearly that folks can click on the icon	10/7/16	Pat Martelle	TBD	10/15/2016 Parent Network Meeting held at IDHW. There was much discussion on revisions to the YES website. Many of the recommendations for improvement are outside the capability of what IDHW can do due to security and department format issues. Lack of resources and a full time YES communications staff adds to the difficulty. Pat will work with Jon Meyer to determine what can be done and establish a plan for making changes.	"Click here" button has been updated for easier usability.
Send out links to foundational articles and videos to IGT membership	10/7/16	Pat Martelle	Prior to 11/4/2016	Here are some articles that are useful in understanding the new system of care: https://successfulmentalhealthsystems.wikispaces.com/file/view/Family-Driven%20Care%20Brochure_March%202011.pdf/215725492/Family-Driven%20Care%20Brochure_March%202011.pdf https://successfulmentalhealthsystems.wikispaces.com/file/view/SOC_Update_2010%20Stroul%20Blau%20Friedman.pdf/215725064/SOC_Update_2010%20Stroul%20Blau%20Friedman.pdf	Closed. Links sent 11/3/16.

Follow Up Items	Date Opened	Owner	Due Date	Complete/Comments	Status
Pat will share the Parent Voice Proposal to the sponsor group for further discussion. Vanessa will join discussion as a parent voice.	11/4/16	Pat Martelle		Pat will set up a conference call with Jennifer, Vanessa, Carol, and Kim.	Closed
Pat will meet with designated representatives to talk through specific events mentioned in the Parent Voice Proposal and seek solutions.	11/4/16	Pat Martelle			