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| Date / Time of Meeting | December 4 th , 2020 10:00 AM - 12:00 PM Dial in: 415-655-0003 Access code: 803 135 850 Meeting password: WXhNJJ6Wb23 (99465569 from phones) Webex Only: https://idhw.webex.com/idhw/j.php?MTID=m1d14e34825022959586204b12d0f624e |
| Meeting Purpose | Interagency Governance Team |
| Host | Pat Martelle, Ross Edmunds, Vice-Chair: David Welsh & Co-Vice-Chair: Patrick Gardner |

| Voting Members | Att'd | Voting Members | Att'd | Participants | Att'd |
|---------------------------------------|-------|-----------------------------------|--------------|--|-------|
| Ross Edmunds - DBH | O | Laura Wallis - Parent | X | Tammy Maxwell - Parent | O |
| Pat Martelle - Family Advocacy Agency | X | Janet Hoeke - Parent | X | Shane Duty - DBH | X |
| David Welsh - Medicaid | X | Jennifer Griffis - Parent | O | Treena Clark - DBH | O |
| Patrick Gardner - Child Advocate | X | Sabrina Griffis - Youth | X | Mallory Kotze- Medicaid | X |
| Howard Belodoff - Child Advocate | X | Proxy Voting Members | Att'd | Sara Stith - Medicaid | X |
| Cameron Gilliland - FACS | X | Candace Falsetti - DBH | X | Charina Newell - IDHW DAG | X |
| Lael Hansen - County Juvenile Justice | O | Michelle Weir - FACS | O | KayT Garrett, IDHW DAG | O |
| Eric Studebaker- SDE | O | David Bell - Medicaid | X | Craig Ward - Behavioral Health Director for Tribes | X |
| Matt Wimmer - Medicaid | O | Recorder | Att'd | Joyce Broadsword - DHW Regional Director | O |
| Leah Moeller - DBH CMH Region 1 | O | Megan Schuelke - DBH | X | Joy Jansen - School District | X |
| James Phillips - IDJC | X | Participants | Att'd | Georganne Benjamin - Optum | X |
| Doug Loertscher - Provider | X | Rebekah Nansel - ICAT Member | O | Casey Moyer - Optum | X |
| Jose Valle - Provider | X | Lynn Thull - Contractor | O | Tammy Everson - Tribal Representative | O |
| Tribal Representative: TBD | O | Ruth York- Family Advocacy Agency | X | Lydia Dawson - ICAT Member | X |
| Kim Hokanson - Parent | X | | | | |

MEETING MINUTES

| # | Time | Length | Topic | Topic Owner | Discussion | Decisions |
|---|---------|---------|--|-----------------------------|--|---|
| 1 | 10:00am | 5 mins | Welcome and Roll Call Approve Minutes from last meeting | Pat Martelle | Kim Hokanson motioned to approve the November IGT Meeting minutes and Patrick Gardner seconded the motion to approve the November IGT Meeting minutes as written. | Vote: All IGT voting members voted to approve the IGT Meeting Minutes from November 2020. |
| 2 | 10:05am | 15 mins | Review of Follow-up Items | Ross Edmunds & Pat Martelle | 1. Update on Nominations for the Tribal Representative Candace Falsetti stated that she did not receive an update from Ross Edmunds, as his proxy, concerning this action item. Patrick Gardner suggested that we look at tribal participation in the YES program and the data related to this | ACTION ITEM: David Welsh will engage Joyce Broadsword to gather some potential options for a Tribal |

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| | | | | | <p>topic. This could help us focus on issues that might be of interest to the tribal groups. Patrick Gardner recommended that instead the IGT Leadership members get together and determine why this action item has not been completed.</p> <p>Cameron Gilliland stated that he does not feel comfortable making any decisions about tribal representation without the tribes present. David Welsh suggested that we engage Joyce Broadsword to hopefully receive some potential recommendations for representation. David Welsh confirmed that he will work with Joyce Broadsword shortly and contact her within the next week.</p> <p>2. Update on Regional SOC Project Pat Martelle stated that she does not have an update on this action item and Candace Falsetti stated that she did not receive an update from Ross Edmunds on this action item as his proxy.</p> <p>3. Status of subcommittee reporting template with "framework and concise dashboard" Shane Duty shared the updated YES Project Run Down dashboard template, which focuses on data from the five "boulders" and the decision requests. This will be shared with the IGT Leadership members for their feedback.</p> <p>Janet Hoeke asked how this information will be populated so that we will know what is on the list? Shane Duty stated that the infrastructure is built, and the next step is to populate the actual tasks. Shane Duty will spend time with the workgroups to identify the tasks and then the lead in each workgroup would provide an update based on an automated email.</p> <p>Laura Wallis asked about showing deadlines that are at risk of not being completed on time and Shane Duty stated that we should be reviewing this dashboard on a regular basis so that we are following up on the items prior to missing deadlines. Laura Wallis stated that she would like to see the final deadline date for each task. Pat Martelle added that there is no information on the risks and why a deadline may not be reached. Shane Duty stated that the barriers/risks</p> | <p>Representative in the IGT meetings and will provide an update at the next IGT Meeting.</p> <p>ACTION ITEM: Shane Duty and Megan Schuelke will gather an update from Ross Edmunds related to the Regional SOC Project action item and will provide an update at the next IGT Meeting.</p> |

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| | | | | | <p>could be called out as it relates to each task and the done criteria including the deadline dates could also be added.</p> <p>Pat Martelle asked when the IGT members will receive the updated YES Project Run Down dashboard? Shane Duty stated that there is a dependency on the Implementation Assurance Plan. Once the plan is completed and the deadlines are included, he could share the updated dashboard with the IGT members.</p> | |
| 3 | 10:20am | 10 mins | <i>Standing Item: New Business Items</i> | All IGT Members | <p>Patrick Gardner suggested that we reset the schedule for 2021 as having the IGT meetings on the first Friday of every month has caused some issues. Patrick Gardner suggested doing a questionnaire about the date/time that would work best for everyone.</p> <p>Patrick Gardner stated that two out of the three above action items were not completed. This is an institutional issue that we have to deal with. It would be helpful if the lead agencies at our next meeting could talk about this challenge. Patrick Gardner also stated that the IGT is currently playing a reactive role and it needs to be playing a proactive role. Patrick Gardner suggested that the IGT members create a plan for the year of what the IGT would like to accomplish. We could task ourselves with a more proactive plan for 2021. Patrick Gardner suggested that we discuss this further at the next IGT Meeting and work to build the strategic plan.</p> <p>The IGT members agreed with the above two suggestions made by Patrick Gardner. Patrick Gardner suggested that the IGT Leadership members meet to discuss these new business items further and David Welsh and Pat Martelle agreed.</p> <p>Shane Duty suggested that substantial work be done on the IGT Strategic Plan by the IGT Leadership members prior to all of the IGT members working on this plan so that a framework can be determined. The IGT Leadership members agreed.</p> <p>All of the present IGT members agreed with Kim Hokanson that an all-day IGT Meeting is needed.</p> | <p><i>Next Steps:</i> Megan Schuelke will create a Doodle Poll around the best new date/time for the IGT Meetings. This will be sent to the IGT members, feedback will be gathered, and Megan Schuelke will share the results with the IGT Leadership members.</p> <p><i>Next Steps:</i> Pat Martelle, Ross Edmunds, Patrick Gardner and David Welsh will meet as the IGT Leadership members to discuss these three new business items and determine the next best steps. The IGT Leadership members will share their decisions at the next IGT Meeting.</p> |

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| 4 | 10:30am | 15 mins | Q&A on QMIA Quarterly Report | David Welsh & Candace Falsetti | <p>Candace Falsetti shared the QMIA Quarterly YES Report for September 2020. David Welsh strongly encouraged all of the IGT members to review the next QMIA Quarterly YES Report for September 2020 and compile any questions for further discussion at the next IGT Meeting.</p> <p>Howard Belodoff stated that, if you start on page 13, there is data on the CANS by region and year. It would be helpful to also have the Level of Care data for each region and further analysis of this data in each section of the report. A deeper dive into the data of Region 7 would also be helpful to show what they are doing that is different from the rest of the state of Idaho. Patrick Gardner added that we want to be able to understand and model what is going right in Region 7 and turn it into a plan for the rest of the state. This needs to be a top focus for the work of the IGT in 2021.</p> | |
| 5 | 10:45am | 20 mins | Update on Due Process Concerns | IWG Members | <p>Howard Belodoff stated that it would be helpful to hear from the parents that are present about their concerns related to the fair hearing process. Due to time, this will be added to the next IGT Meeting agenda.</p> <p>Howard Belodoff also stated that Patrick Gardner and himself have brought their concerns to the IWG members related to the notices that the families receive as well as the fair hearing process. Yesterday, the IWG members reviewed and discussed these concerns. There is also a Due Process workgroup and they have been reviewing the notices, the fair hearing process and the centralized complaint tracking process.</p> <p>Pat Martelle asked about how this information would relate to the dashboard tool that Shane Duty presented today? Patrick Gardner stated that it will not be reflected yet. We have to confirm the path forward with the state and then it can be added into the dashboard.</p> <p>Patrick Gardner add that there is an agreement with the state that we will jointly create a memo and a concrete schedule on when the deadlines will be met. Then, it can be shared with the Project Managers as well as the IGT members so that we have a clear understanding of what is going on and provide feedback.</p> | |

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| 6 | 11:05am | 20 mins | Presentation from ICAT on Current Work | Doug Loertscher & Lydia Dawson | <p>Lydia Dawson stated that members of the ICAT subcommittee, under the IGT, have requested that she attend this meeting to gather clarification from the IGT members about the purpose of the ICAT subcommittee. Lydia Dawson also shared her understanding of why ICAT was created and what their purpose is from the IGT Charter. The lack of clarification has caused additional barriers in order for the ICAT members to move forward. The subcommittee is unclear on what steps to take once they have identified barriers/issues and submitted the request to the IGT. For example, the ICAT members completed a request around issues related to the PRA certification. This request was presented to the IGT and a subcommittee was created to review the request and suggestions further. Doug Loertscher was facilitating that subcommittee and has asked to present the suggestions to the IGT members for a few months. Doug Loertscher stated that many of the recommendations were short-term and the ICAT members were looking at long-term recommendations.</p> <p>Kim Hokanson suggested that the recommendations from the subcommittee go back to the ICAT subcommittee for their review. Patrick Gardner also suggested that the IGT Leadership members meet to discuss the process moving forward for ICAT as well as the purpose of the ICAT subcommittee.</p> | <p><i>Next Steps:</i> Doug Loertscher will share the recommendations from the subcommittee around the PRA certifications with the ICAT subcommittee as well as the IGT.</p> |
| 7 | 11:25am | 5 mins | Review Family Engagement Subcommittee Statement of Purpose Document | David Welsh | David Welsh shared updated the Family Engagement Subcommittee Statement of Purpose, which has been shared with all of the IGT members via email. | |
| 8 | 11:30am | 10 mins | Discussion around Extended IGT Meeting | Kim Hokanson | Kim Hokanson stated that this topic was briefly discussed during the agenda item, New Business. Pat Martelle clarified that Megan Schuelke will send out a Doodle Poll about a date/time for an all-day IGT meeting after the IGT Leadership members meet and discuss this topic further. | |
| 9 | 11:40am | 15 mins | Public Comment | Pat Martelle | Joy Jansen stated that she wanted to provide an update in terms of mental health in Region 1. We are in a mental health crisis for our adolescents and our youth. There are two root problems; extensive Medicaid paperwork including the 90-day update for the CANS and providers are not serving children who are on Medicaid. The area is rich in providers however, many providers have left the "world of Medicaid". | <p><i>Next Steps:</i> Joy Jansen will share the specific Medicaid operational examples that are unnecessary as well as the</p> |

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| | | | | | <p>With this feedback, Pat Martelle suggested that we address workforce at our next IGT meeting.</p> <p>Patrick Gardner asked what could fix these problems? Joy Jansen stated that we need to look at Medicaid paperwork because it is too much and gets in the way of our ability to serve our children. David Welsh asked if they are school-based services or services that are provided through Optum? Joy Jansen stated that they are both. David Welsh stated that Medicaid is focusing on these barriers through the procurement process and are working to determine what they can do to make it easier for providers.</p> | feedback that she has received with David Welsh. |
| 10 | 11:55am | 5 mins | Review Future Agenda Topics and Action Items | Pat Martelle | <ol style="list-style-type: none"> 1. Provide an Update on a Tribal Representative for IGT - David Welsh 2. Provide an Update on the Regional SOC Project - Ross Edmunds 3. Provide an Update on the YES Project Run Down Dashboard - Shane Duty 4. Share IGT Leadership Decisions related to a New IGT Meeting Date/Time, Action Items that are Not Completed and Creating an IGT Strategic Plan for 2021 5. Q&A on the QMIA Quarterly YES Report from September 2020 - David Welsh & Candace Falsetti <i>as needed</i> 6. Share and Discuss the Parent Experience in Due Process - Parents & Public Members 7. Discuss Workforce Issues - Pat Martelle | |
| 11 | 12:00pm | -- | Dismissal | Pat Martelle | | |

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

| Follow Up Items | Date Opened | Owner | Due Date | Complete/Comments | Status |
|---|-------------|--------------|----------|--|---|
| Regional SOC Project and the intention is to have one region present at each IGT Meeting. | 3/6/2020 | Ross Edmunds | 4/3/20 | 10/2 Update: Patrick Gardner suggested that we create a panel with 2 or 3 members from the Regional Behavioral Health Boards for these presentations. We also need to frame the purpose of the panel and the presentations. These would be scheduled a few months from now. The IGT Chairs and Co-Charis will meet to create the proposal for the RBHB panel and presentations and gather feedback from the IGT Meeting members. | <p>12/4, In Progress. Shane Duty and Megan Schuelke will gather an update from Ross Edmunds related to the Regional SOC Project action item and will provide an update to the IGT members prior to the next IGT Meeting.</p> <p>11/6, In Progress. Ross Edmunds motioned that we accept the proposal and he</p> |

| Follow Up Items | Date Opened | Owner | Due Date | Complete/Comments | Status |
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| | | | | 11/6 Update: The proposal was shared with the IGT members on October 6 th . Patrick Gardner stated that we would leave it up to the boards as to whether the CMH Subcommittee members join or the general members join. This information could be added into the letter that will be sent out to the RBHBs. Laura Wallis stated that we need to provide more direction for the RBHBs. Ross Edmunds clarified that the focus would be the YES implementation and the impacts of COVID-19. | will take on the action item to take the proposal to the Regional Behavioral Health Boards. The letter will be sent to all the IGT members as well as the RBHBs. Vote: Ross Edmunds motioned that we accept the proposal and Patrick Gardner seconded the motion. All IGT voting members voted to approve the proposal. |
| Create a subcommittee reporting template by July 20th. | 6/5/2020 | Shane Duty | 7/20/20 | 10/2 Update: Shane Duty shared the YES Project Plan Smartsheet's. This will be used as a tracking spreadsheet and will report on the status of these projects. We need to work out a process for additions of information. Flagged issues/roadblocks will be listed on an additional sheet. Patrick Gardner asked how you present this information so that it is manageable and understandable so that the IGT Meeting members understand the status and progress of the YES Project. Shane Duty explained that once the spreadsheet is further developed with more detail, a framework and a concise dashboard will be provided to IGT. Shane Duty plans to meet with the subcommittees to gather additional information about what their projections are over the next quarter. | 12/4, In Progress. Shane Duty provided another update on this action item in the above IGT Meeting notes. Continual updates will be provided as data is added into the dashboard template. 11/6, In Progress. Shane Duty provided an update on this action item in the above IGT Meeting notes. |
| Nominations for the Tribal Representative | 12/4/2020 | David Welsh | 1/11/21 | | 12/4, In Progress. David Welsh will engage Joyce Broadsword to gather some potential options for a Tribal Representative in the IGT meetings and will provide an update at the next IGT Meeting. |