

Date / Time of Meeting	August 7 th , 2020 10:00 AM - 12:00 PM Dial in: 415-655-0003 Access code: 803 135 850 Meeting password: 99465569 Webex Only
Meeting Purpose	Interagency Governance Team
Host	Pat Martelle, Chair, & Ross Edmunds, Co-Chair

Voting Members	Att'd	Proxy Voting Members	Att'd	Participant	Att'd
Cameron Gilliland - FACS	O	Candace Falsetti - DBH	X	Liz Perkins - DBH	O
James Phillips - IDJC	X	Michelle Weir - FACS	O	David Welsh - Medicaid	X
Jennifer Griffis - Parent	X	David Bell - Medicaid	X	Craig Ward - Behavioral Health Director for Tribes	O
Kim Hokanson - Parent	X	Kim Hokanson - for Jennifer Griffis today only	X	Joyce Broadsword - DHW Regional Director	O
Lael Hansen - County Juvenile Justice	X	Participant	Att'd	Joy Jansen - School District	O
Doug Loertscher - Provider	X	Elizabeth Henstock- Medicaid	O	Stephanie Hoffman - DBH	X
Pat Martelle - Federation of Families	X	Treena Clark- DBH	X	Rebekah Nansel - ICAT	X
Eric Studebaker- SDE	X	Janet Hoeke- Parent	O	Lynn Thull - Contractor	X
Matt Wimmer - Medicaid	O	Jon Meyer- DBH	X	Patrick Gardner - Child Advocate	X
Ross Edmunds - DBH	X	Mallory Kotze- Medicaid	X	Howard Belodoff - Child Advocate	X
Sabrina Griffis - Youth	X	Shane Duty- DBH	X	Brent King - IDHW DAG	X
Recorder	Att'd	Tammy Maxwell - Parent	O	Charina Newell - IDHW DAG	X
Megan Schuelke - DBH	O	Laura Wallis - Parent	X	Casey Moyer, Optum	X
		Heather Foster, Nimiipuu Health	X	Ruth York- Idaho Federation of Families	X

MEETING AGENDA

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
1	10:00am	5 min	Welcome and Roll Call Approve minutes from last meeting	Pat Martelle	The June 2020 IGT Meeting Minutes were voted on and approved as written.	
2	10:05am	5 min	Review Follow-Up Items	Pat Martelle	Updated below listed action items.	
3	10:10am	10 min	Action Item: Review and Vote on the Updated IGT Bylaws	Pat Martelle	The group reviewed the amended proposed IGT Bylaws. Pat Martelle presented the amended changes and asked for discussion and feedback. Patrick Gardner asked if the people who drafted this or representatives from the state have looked at the updated IGT Bylaws document to see if they are aligned with the settle agreement. Brent King stated that no one has asked him to review it for compliance. Patrick Gardner stated that he noticed that the settlement agreement has a requirement for subcommittees. The bylaws are a little bit different, so he wondered if the drafters or	

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					<p>the state attorneys are comfortable with these changes. Pat Martelle stated that the adjustments were made and shared with Ross Edmunds and IGT members. The IGT members were in favor as the document was distributed in June and no opposition was voiced.</p> <p>Pat Martelle asked if there were any other questions or concerns about the bylaws. Lael Hansen stated that there are changes to roles and responsibilities. She stated that she is confused about structure and the language that goes between the chair, vice-chair and principle vice-chair. Pat Martelle stated that the principle is an adjective and not a title. We need another person from the state that has the authority as a partner in the leadership of IGT. All of this authority falls onto Ross Edmunds right now and he's not always available.</p> <p>A discussion about rotating the vice-chair role with Ross Edmunds and someone else from the state took place. Pat Martelle clarified that the chair is not a government authority. The settlement agreement refers to a chair and a vice-chair. The principle chair was a suggestion from the IGT members to have a third person serve in that authority. Kim Hokanson suggested that we change the word from state authority to government authority. There was no discussion about Ross Edmunds being the vice-chair. Candace Falsetti stated that Ross Edmunds noted himself as co-chair and not vice-chair. Pat Martelle stated that the settlement agreement states that the DBH Administrator will be the "lead" for the IGT. Lael Hansen added that she did not see a co-chair role listed. Candace Falsetti stated that she believes Ross Edmunds was just trying to get through the transition with IGT and IWG. Ross Edmunds was helping Pat Martelle co-chair through the transitions. Kim Hokanson stated that before it was Ross Edmunds, it was Tiffany Kinzler from Medicaid. There is a vice-chair position that is to move into the chair position after six months. The goal was to highlight issues and bring them to the state. We need to determine if the group wants to vote on one vice-chair or have a co-vice-chair position.</p> <p>Lael Hansen stated that we need to be clear we are voting on the three roles; chair (cannot be a state/government employee), vice-chair (cannot be a state/government employee) and co-vice-chair (would be government employee to assist). Do we have enough non-government membership to fill this role?</p>	

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					<p>Patrick Gardner asked why chair and vice-chair cannot be state/government employees. Pat Martelle referred to former IDJC member Director Sharron Harrigfeld who had made a motion that was approved by the IGT that the chair and the vice-chair positions be held by community stakeholders. Patrick Gardner stated that it is not a settlement agreement term. Lael Hansen stated that the bylaws state that the chair cannot be a government employee. Pat Martelle stated that it is an error. Vice-chair should not be crossed out and it should be listed as chair and vice-chair. We need to correct this and edit this in Section 5. Lael Hansen stated that we have struggled with membership and we want to make sure that IGT can support the bylaws.</p> <p>Pat Martelle stated that the next order of business is to discuss the list of members. It was suggested that we add five community spots and that may help. The current recommendation is that the bylaws reflect the following:</p> <ul style="list-style-type: none"> • Chair—Not government employee • Vice-Chair—Not government employee • Co-Vice-Chair—Government employee <p>Laura Wallis asked if we can't just identify that the chair has a partnership with a government employee. Pat Martelle stated that the state, who has the responsibility, has not been available, and we're trying to remedy that. If someone has another suggestion of how we can have access to a state authority in between meetings, please speak up now. James Phillips stated that he thinks that the co-vice-chair covers it. There is nothing in the bylaws that states that the chair/vice-chair can't recycle. However, we could run into issues where the leadership is always the same. Doug Loertscher stated that he does not see an issue with the government being the chair. We could have it be that there is a government employee and a community representative in the leadership roles. David Bell stated that he liked that idea. We are an interagency group and there should be a government/community partnership. Shane Duty stated that Ross Edmunds is not here and asked if we should be having the conversation without the state lead.</p> <p>Pat Martelle asked if there is a recommendation that the bylaws be amended to reflect that the chair and the vice-chair could be government employees and eliminate the co-vice-chair position. Doug Loertscher stated that that would be his recommendation.</p>	

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					<p>Kim Hokanson stated that if that happens then we need to make sure all decisions include the community voice. Pat Martelle stated that she hasn't had access to the information needed. If someone from the state is going to be in that role, then they need to be available in-between meetings. Governance doesn't just happen in this meeting; it happens between meetings as well. The chair role is time-consuming. Can state staff carve out the time to complete the work needed? The suggestion for a co-vice-chair position arose out of the need to rotate authority access. Are we now saying that government employees have the time? The state player needs to be accessible to IGT chair/co-chair to provide information and guidance. For example, in June, providers asked for utilization data. The decision was made that this information would be made available. Pat Martelle has made efforts to get the data but wasn't able to. The data was due at the IGT Meeting in July. The IGT Meeting didn't take place in July but the data is still not available at this current meeting. The IGT has a huge agenda that can't be covered in a meeting, yet everything is important. We also need a process for prioritizing. Ruth York stated that until this issue is resolved, IFF is paying Pat Martelle to do work for IGT. The IFF Board doesn't want Pat Martelle to spend so much extra time working on IGT tasks and is wanting this resolved since there is no funding stream.</p> <p>Kim Hokanson stated that to David Bell and Doug Loertscher's proposal, that would work as long as the government employee agrees to commit to the time needed regardless of what else is happening (i.e. during Legislative session). If we are going to revise the bylaws so that the government/state employee can serve as chair/vice chair, we need to have more discussion. The decision to have the chair/vice-chair not be a government employee should not be taken lightly.</p> <p>Pat Martelle stated that the co-vice-chair position is to be a government employee that is accessible to IGT leadership. The counterproposal is that we don't need a third role and the government employee can serve in a leadership role, but the government staff member has to agree to the time commitment. James Phillips stated that, for one point of clarification, the vice-chair should not be struck out in Section 5.</p> <p>Doug Loertscher motioned to modify the proposal that would allow a government employee to serve as the chair/vice-chair but always</p>	

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					<p>in partnership with a non-government community partner. This would eliminate the co-vice-chair position and eliminate that a government employee may not serve as chair. David Bell stated that he would second that motion.</p> <p><u>Vote on Motion:</u> James Phillips –No Jen Griffis - Kim Hokanson served as proxy for this vote and abstained on Jen Griffis behalf. Kim Hokanson - No Lael Hansen - No Doug Loertscher - Yes David Bell - Yes Pat Martelle- No Ross Edmunds - Abstain Sabrina Griffis- Yes Eric Studebaker - No There were 3 Yes votes, 4 No votes and 2 Abstain votes so the motion failed.</p> <p>Ross Edmunds and Jen Griffis joined the meeting. Ross Edmunds stated that typically the co-chair serves in equal capacity and the positions may rotate with each other. If an entity believes that putting forward an individual to serve in a leadership role, what comes along with that is the time commitment. He stated that he believed Pat Martelle and he were co-chairs but most of the work has fallen to Pat Martelle. He stated that he shouldn't be the co-chair if he can't devote the time. If we want DBH to serve in the co-chair role, we need to specify that. Other government employees outside of IDHW may not have any more access to information than a non-government member.</p> <p>Patrick Gardner stated that the settlement agreement requires that the state defendants provide operational guidelines for the IGT. As such, the state needs to staff it. The notion about the chair/vice-chair is not right. The work should fall to the state and not the chair. The role of the chair/vice-chair is to facilitate the meeting. It is not the chair's responsibility to follow-up on the date, etc. The work being done by Pat Martelle shouldn't be the responsibility of the chair.</p> <p>Ross Edmunds asked what happens if the IGT decides to do something different than what is identified in the settlement</p>	

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					<p>agreement. Patrick Gardner stated that they have discretion, but the state also has the accountability to provide IGT with what is needed to carry out their responsibilities. Ross Edmunds stated that with that, he wonders if we continue with the same structure.</p> <p>Pat Martelle asked if there was any additional discussion needed. Lael Hansen stated that she wants to clarify what was said by Ross Edmunds. Is it a government employee or DBH employee? Doug Loertscher's motion was for a government employee but working under the assumption that the chair/vice-chair has the support needed from the state.</p> <p>Pat Martelle clarified that the current proposal is to continue with the current structure for the chair and vice-chair. There was also a different proposal to have a chair/vice-chair with a co-vice-chair from the state. James Phillips stated that there is a counterproposal. At any given time there needs to be a government employee and a state employee, distinguishing that not all the government employees on the IGT are state employees. There is always administrative support from the state. There needs to be a co-chair and a co-vice-chair where one is a defendant and one is a government employee. Pat Martelle stated that a state defendant should always be in leadership.</p> <p>James Phillips motioned for there to be a defendant in the role of co-chair and another government employee in the role of co-vice-chair. From the community, there would be a chair and a vice-chair, and the vice-chair would move into the chair role. The co-vice-chair would move into the co-chair role with the chair.</p> <p><u>Vote on Motion:</u> James Phillips – Yes Jen Griffis - Yes Kim Hokanson - Yes Lael Hansen - Yes Doug Loertscher - Yes Pat Martelle - Yes Ross Edmunds - Abstain Sabrina Griffis - Yes Eric Studebaker - Yes There were 8 Yes votes, 0 No votes and 1 Abstain vote so the motion was passed.</p>	

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					<p>Pat Martelle then motioned to vote on bylaws as amended with previous passed motion.</p> <p><u>Vote on Motion:</u> James Phillips – Yes Jen Griffis - Yes Kim Hokanson - Yes Lael Hansen - Yes Doug Loertscher - Yes Pat Martelle - Yes Ross Edmunds - Yes Sabrina Griffis - Yes Eric Studebaker- Yes There were 9 Yes votes so the motion was unanimously passed.</p>	
4	10:20am	10 min	Action Item: List of Nominated Appointees	Pat Martelle	<p>Pat Martelle asked who were the appointing members? Is it the newly formed Idaho Behavioral Council (IBHC)? Ross Edmunds state that it is not the new IBHC. It's the Idaho Behavioral Health Cooperative and the Director has the designated authority to appoint members.</p> <p>Pat Martelle reviewed the list of nominated appointees:</p> <ul style="list-style-type: none"> • Leah Moller - CMH representative • Patrick Gardner and Howard Belodoff - Children's Advocates • Laura Wallis and Janet Hoeke – Parents • Jose Valle – Private Provider • James Phillips – Replacement for Jason Stone as an IDJC member <p>A discussion on number of representatives allowed for each group took place. The bylaws establish membership as at least one representative but no limit. Ross Edmunds stated that at some point in the future we may want to discuss the total cap on membership.</p> <p>Doug Loertscher stated that he motions that we nominate the entire list and move them forward. Ross Edmunds stated that he would second that motion. There were no nays on this motion and the motion was passed.</p> <p>All of the new memberships will expire in August 2021. Pat Martelle reminded the group that all membership appointments expire in October 2020. Pat Martelle also reminded the group that the bylaws have added structure for hearing from the public. There will be a</p>	<p>Action Item: DBH will prepare appointment letters for the new members.</p>

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					standing agenda item at the end of every meeting to allow for public comments.	
5	10:30am	10 min	Review and Discuss the Utilization and Case Analysis Data provided by DBH CMH and Medicaid/Optum	Ross Edmunds/David Bell	Dave Bell stated that he had not had the opportunity to review this data with Ross Edmunds and was not ready to review the report at this time. David Welsh stated that Medicaid did get the utilization data from Optum, but it needs to be put into a digestible format. Dave Welsh will do update the format prior to the next IGT meeting.	Action Item: David Welsh will put Optum utilization data in a digestible format.
6	10:40am	10 min	Monthly YES Project Reporting Template	Shane Duty	Shane Duty shared his presentation and his proposal is to steer away from a document that needs to be filled out and move to a visual slide deck. The template is one slide per workgroup that filters the work to where it is associated to one of the boulders and presented in a concise way. It is a visual aid rather than a long narrative. Pat Martelle stated that she was expecting a form the IGT could review. She requested to Ross Edmunds that a parent be assigned to help Pat Martelle and Shane Duty develop something to finalize the work on the template. Ross Edmunds agreed and stated that a work order needs to be completed and submitted to IFF.	Action Item: Pat Martelle and Shane Duty will collaborate on completing the work order to request a parent participant.
7	10:50am	15 min	BSU Survey Report	Dr. Nate Williams	Candace Falsetti stated that Dr. Williams was scheduled to present at 10:50am. He was on the line and waiting but was finally excused and left the call. Can we confirm that Dr. Williams will be added to the agenda in October and will be able to present at the time scheduled for him? Pat Martelle apologized and agreed to this request. James Phillips suggested that if we have presenters that have time on the agenda, they be moved to the top of the agenda. That will help to avoid these situations in the future. The IGT members agreed to move presenters to the top of the agenda in the future.	
8	11:05am	5 min	Workforce Development Workgroup Update	Stephanie Hoffman	<i>Not discussed due to lack of time.</i>	
9	11:10am	5 min	YES Communications Strategic Planning Workgroup Update	Jon Meyer	<i>Not discussed due to lack of time.</i>	
10	11:15am	5 min	Status Report from the new One Child One CANS Workgroup	Kim Hokanson	<i>Not discussed due to lack of time.</i>	

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11	11:20am	5 min	Status Report from the new CBRS PRA Workgroup	Doug Loertscher & Rebekah Nansel	<i>Not discussed due to lack of time.</i>	
12	11:25am	5 min	>300% Medicaid Workgroup Report	Shane Duty	<i>Not discussed due to lack of time.</i>	
13	11:30am	5 min	Case Management Workgroup Report	Ross Edmunds	<i>Not discussed due to lack of time.</i>	
14	11:35am	5 min	Practice Manual Update (Standing Agenda Item)	Elizabeth Perkins	<i>Not discussed due to lack of time.</i>	
15	11:40am	5 min	QMIA Council Update (Standing Agenda Item)	Candace Falsetti	<i>Not discussed due to lack of time.</i>	
16	11:45am	5 min	Family Engagement Subcommittee Update (Standing Agenda Item)	Jen Griffis	<i>Not discussed due to lack of time.</i>	
17	11:50am	5 min	Clinical and Training Subcommittee Update (Standing Agenda Item)	Rebekah Nansel	<i>Not discussed due to lack of time.</i>	
18	--	<i>As time allows</i>	Cost Sharing Update: 1915i (Standing Agenda Item)	Ross Edmunds	<i>Not discussed due to lack of time.</i>	
19	--	<i>As time allows</i>	Braided/Blended Funding Discussion (Standing Agenda Item)	Ross Edmunds	<i>Not discussed due to lack of time.</i>	
20	11:55am	5 min	Review Future Agenda Topics and Action Items	Pat Martelle	<i>Not discussed due to lack of time.</i>	
21	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
Send notices and processes related to premiums to the Federation, MMIS Call Center, Healthy Connections, DBH staff and Lael.	8/2/2019	Medicaid	8/30/19	3/6 Update: Candace Falsetti from DBH and Sara Stith from Medicaid will check on this agenda item and provide an update at the next IGT Meeting. 4/3, Update: Medicaid has waived co-pays for the time being due to COVID-19. Agenda items will be combined. 5/1, Update: Medicaid stated that not all co-pays are being waived. A notice will be sent out about clients not losing their eligibility due to not	8/7, In Progress. David Bell believes this occurred but needs to confirm. Will notify IGT after confirming that the action item has been completed.

Follow Up Items	Date Opened	Owner	Due Date	Complete/Comments	Status
				paying premiums. This will be shared with the identified parties.	
Get clarity around the value of the regional SOC project and the ability to have DBH work on the project.	3/6/2020	Ross Edmunds	4/3/20	4/3 Update: Previously identified system collaboration as an interest and discussed how we could look at system collaboration. Helpful to see what collaboration looks like in each region. Work with Regional Behavioral Health Boards and request they prepare presentations. Will cover one region per meeting. This will be done by Ross Edmunds.	5/1, In Progress. This was previously identified as system collaboration. The intention is to have one region present at each IGT Meeting. Ross Edmunds will work to get these presentations scheduled at the right time.
Discuss updating the by-laws to include membership information based on the feedback received.	5/1/2020	Ross Edmunds & Pat Martelle	6/5/20		8/7, Complete. Bylaws were reviewed, amended and passed.
DBH CMH and Medicaid (Optum) will obtain the data regarding utilization of services (units) and use case analysis (telehealth, in-person, emergency care, waitlist, wraparound) from January onward as far as possible and report at the next meeting.	6/5/2020	Ross Edmunds & David Bell	July		8/7, In Progress. Ross Edmunds and David Bell need to get together to review the report. David Welsh will put the utilization data into a digestible format.
Create a subcommittee reporting template by July 20th.	6/5/2020	Shane Duty	7/20/20		8/7, In Progress. Shane Duty presented the proposal. Shane Duty and Pat Martelle will work to designate a parent to finalize.