

Date/Time of Meeting	September 8, 2021 10:00 a.m.-12:00 p.m. MT Dial: 415-655-0003 Access code: 177 349 0248 Meeting password: phD6rJX3xM8 (74367593 from phones and video systems) Webex: https://idhw.webex.com/idhw/j.php?MTID=m4a48b7aa97850f51d0408971e3cc0e3c
Meeting Purpose	Interagency Governance Team (IGT)
Host	Janet Hoeke: Chair, Ross Edmunds: Co-Chair, Vice-Chair: David Welsh & Co-Vice-Chair: Patrick Gardner



Voting Members	Att'd	Voting Members	Att'd	Participants/Non-Voting Members	Att'd
Ross Edmunds - DBH	X	Laura Treat - DBH CMH Representative	X	Kelly Keele - Provider	X
Janet Hoeke - Parent Leader	X	Pat Martelle - Family Advocacy Agency	X	Georganne Benjamin - Optum	X
David Welsh - Medicaid	X	Marquette Hendricks - Tribal Representative	X	Casey Moyer - Optum	X
Patrick Gardner - Child Advocate	X	Amy Minzghor - Parent Leader/Co-Chair of FE	X	Shane Duty - DBH	X
Howard Belodoff - Child Advocate	X	Proxy Voting Members	Att'd	Craig Ward - BH Director for CDA Tribe	O
Cameron Gilliland - FACS	X	Candace Falsetti - DBH	X	Joyce Broadsword - DHW Regional Director	X
Lael Hansen - County Juvenile Justice	X	Michelle Weir - FACS	O	Joy Jansen - School District	O
Eric Studebaker - SDE	X	David Bell - Medicaid	O	Ruth York - Family Advocacy Agency	X
Monty Prow - IDJC	O	Recorder	Att'd	Tricia Ellinger - Parent Leader/Co-Chair of FE	X
Nat Parry - Youth Leader	O	Megan Schuelke - DBH	X	Lydia Dawson - Chair of ICAT Subcommittee	O
Doug Loertscher - Provider	O	Participants	Att'd	Dora Axtell - Nimiipuu Health	X
Kim Hokanson - Parent Leader	X	KayT Garrett - IDHW DAG	X	Josie Graham - Medicaid	X
		Kimberli Stretch - IDHW DAG	X	Francesca Barbaro - Medicaid	X

MEETING NOTES

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
1	10:00am	10 mins	Welcome, Roll Call & Approve Minutes	IGT Executive Committee	<p>David Welsh motioned to approve the IGT Meeting notes from August 2021 and Eric Studebaker seconded this motion.</p> <p>Per Candace Falsetti's request, she would like to amend the agenda to show that item 5 should be "Review QMIA Quarterly Report by Candace Falsetti for 20 minutes". Per Idaho Open Meeting Law, the following steps must be completed in order to amend the agenda; "...amending an agenda during a meeting or less than 48 hours before the start of a meeting (24 hours for a special meeting) requires: (1) a motion, (2) a good faith reason why the item was not included in the original agenda, (3) a vote adopting the amended agenda, and (4) a record of the motion and vote in the minutes of the meeting." Candace Falsetti noted that this change is needed as there was confusion about who would be attending and presenting for this agenda item. It should have been listed as BSU however, they were unable to attend. Amy Minzghor motioned to approve this amendment to the IGT Meeting agenda and Ross Edmunds seconded this motion.</p>	<p>Vote: The IGT Voting Members voted unanimously to approve the IGT Meeting notes from August 2021.</p> <p>Vote: The IGT Voting Members voted unanimously to approve the amendment to the IGT Meeting agenda for September 2021.</p>

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
2	10:10am	20 mins	Review Sponsor's Report	IGT Executive Committee	<p>David Welsh shared that a decision was previously made by the IGT members to provide a Sponsor's Report to show all of the activities and obstacles that are being worked on as they relate to YES. The objective is to use this report as an interim report until the YES Operational Handbook and the Implementation Assurance Plan (IAP) are finalized as they will help to inform the YES Dashboard. David Welsh created a generic status report that could be adopted and shared with the IGT members on a monthly basis. If the IGT members agree to adopt this template, the Sponsors will be able to bring updates on these projects at the next IGT Meeting. David Welsh then shared and reviewed the Status Report template document for YES. This template includes the milestones achieved, milestones planned, risks, and decisions for each project. As an example of the information that would be included in the report, David Welsh shared the status update for the PRA solution. The decision was made that the PRA solution is that the DBH standard will be managed by clinical oversight. Ross Edmunds added that he will share the PRA Replacement Proposal document under item 6 on the agenda, "New Business Items", to provide further information on this solution.</p> <p>Pat Martelle stated that this Status Report will be helpful and will provide more information than we currently have. It was confirmed that this Status Report will be populated with real information by the next IGT Meeting. Lael Hanson noted that she appreciates the Status Code Legend included in the report. It will be helpful to show the status based on what is occurring now versus the YES project as a whole. Janet Hoeke asked if there are any specific projects that should be listed in the Status Report. Pat Martelle stated that this begs the question of what is defined as a project. How does something become a project? David Welsh noted that we can call it something different than a "project". Ross Edmunds clarified that this Status Report is not an IGT Report, rather this is a Sponsor's Report. The Sponsors are an internal group through DHW, and the Sponsor's Report is being provided so that there is transparency with the IGT members. Each of these projects are broad as a way to show the status of items that the Sponsors are working on regularly.</p> <p>Pat Martelle asked how "projects" or work gets added onto this list. Ross Edmunds clarified that the Sponsors do not complete a regular report. This report is being created specifically to update IGT. David Welsh brought up the PRA solution and the PRA Replacement Proposal document will be shared and reviewed later in this meeting as a way to provide more specific information on that item. Pat Martelle then stated that the ICAT subcommittee previously asked for the IGT to respond to the workforce crisis that provider agencies are experiencing, which is causing issues for</p>	

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
					<p>children trying to receive services. How does the workforce issue make its way onto this Sponsor's Report? Janet Hoeke added that the IGT Executive Committee is in the process of setting up meetings with the subcommittees, such as ICAT, to discuss the IGT Operational Handbook. This would be an issue that we would want to discuss during this meeting in order to determine how projects are added onto the Sponsor's Report.</p> <p>David Welsh added that it is important that we gain consensus on what items are included on this Sponsor's Report. As we continue to move forward, this will help to portray the number of items that we have going on at any period. Amy Minzghor stated that as we move forward, we should have an open mindset about this report and remember that items can be added and removed as needed. Patrick Gardner added that this report will be helpful. However, we are also looking for a more information update as to what the Sponsors are doing. There are items that the Sponsors are discussing, making decisions on, and anticipating for the future. It would be helpful for the report to be more information and give us a sense of how things are going, what the challenges are, what you expect to happen, and what is important that the IGT should be looking at. Ross Edmunds clarified that what David Welsh shared is a written formal report on what is happening and in addition to that, the Sponsor's should provide an information update on the discussions they are having, such as discussions about the workforce issue and the PRA certification issue. This is where the Sponsors developed the PRA Replacement Proposal document. Patrick Gardner confirmed that this is what he had in mind. David Welsh requested further clarification and Ross Edmunds clarified that there will be the formal Sponsor's Report on what is happen with the Sponsors as well as information discussions on what is happening. For example, the PRA certification item would not be included on the Sponsor's Report as this will be an information discussion with the IGT members. Patrick Gardner confirmed that this is correct.</p> <p>Ross Edmunds added that at each upcoming Sponsors Meeting, the Sponsors will want to discuss the items to add to the Sponsor's Report and the items to discuss at the upcoming IGT meetings. David Welsh asked if there will be a timeframe for distributing this report to the IGT members and if this report should be distributed prior to the IGT meetings. Patrick Gardner stated that part of the presentation would be to present and review the report during the meeting so there would not be a need to distribute the report prior to the upcoming IGT Meeting. If there are rules around Idaho Open Meeting Laws as to when these reports are posted, then we will want to follow those. Ross Edmunds noted that from his knowledge, action items or decision points that are needed have to be posted for the public prior to</p>	

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
					<p>the IGT meetings however, publications or documents that will be shared during the meetings do not.</p> <p>Next Steps: Megan Schuelke will review the Idaho Open Meeting Laws to determine if there are any rules that would apply to the publication of the Sponsor's Report for the public. Any further questions will be sent to KayT Garrett and Kim Stretch.</p>	
3	10:30am	10 mins	Update on Implementation Assurance Plan	IGT Executive Committee	<p>Patrick Gardner provided an update on the Implementation Assurance Plan (IAP) and stated that it is moving forward in a productive way. Currently, a draft is being circulated for review by all of the IWG members. Some information as it relates to contracts and the IBHP has not been shared with all of the IWG members. However, we now have a procedure in place so conversations can begin with DHW, the DAGs, and the plaintiff attorneys. The sense is that the terms of the substance in the IAP, there is more agreement. There are clarifications that we are trying to get through and details that are unknown at this time. In the next two to three weeks, we hope to have a final draft of the IAP. There are items that we all will have to move forward on that we need to agree to. The expectation is that within the next four weeks, we will have a complete IAP even if an RFP is not out to the public at that time. David Welsh agreed with this update and shared that we are all pretty well aligned and working through the details of the IAP now.</p>	
4	10:40am	20 mins	Discuss the IGT Operational Handbook Memos	DAGs & Patrick Gardner	<p>KayT Garrett shared that the IGT Operational Memo was written by the DAGs however, it was only shared with the IGT Executive Committee. One of the goals in the IGT Strategic Plan is to determine and clarify how the IGT works with other workgroups and councils within YES. Some of these workgroups come directly from the governance of the IGT, such as the ICAT subcommittee and the Family Engagement (FE) subcommittee. The IGT Strategic Plan subcommittee is also included in this list. To summarize what was done by the DAGs to develop this memo, they looked through the Jeff D. Settlement Agreement and analyzed what is said about IGT and the role and governance that it has. The DAGs also reviewed the Implementation Plan from 2016 to see what it states about IGT's role. We also reviewed the workgroups and councils that are required as well as those that have been established outside of this requirement. After analyzing all of these documents, the DAGs determined that it appears as though IGT has direct authority and oversight over the subcommittees. For the other workgroups and councils that have been formed, the IGT accepts information from these groups, reviews this information, and then develops recommendations. Overall, the role of IGT is to determine if the implementation of YES is moving forward and work with the workgroups and councils as needed. If the IGT wanted the Sponsors to consider something that came from the ICAT subcommittee, for example, IGT would make a formal recommendation and then the Sponsors would have any obligation to</p>	 Memo by DHW DAGs.pdf  Memo by Patrick Gardner.docx

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
					<p>review the recommendation, determine how to incorporate the recommendation and/or respond, and determine how to move forward.</p> <p>Patrick Gardner stated that he has not had time to review the IGT Operational Memo. He does not disagree with anything that KayT Garrett stated. However, the Settlement Agreement was not intended to describe in detail what the IGT is supposed to do. Instead, the goal was to assert that the governance team had to collaborate with the stakeholders and agencies that use and provide services as they relate to mental health in Idaho. Under Idaho laws, there are requirements that need to be respected and integrated into this approach, which is why you will not find this level of detail in the other documents. Looking at the goals, it is important to look at how the IGT should function to accomplish its mission. At some point it would be helpful for all of the IGT members to review these core documents as well as the goals and principles to determine how we, as the IGT, would incorporate these directives. As another observation, the structure of the Settlement Agreement and the Implementation Plan fundamentally accepts the notion that the YES program has to be Idaho's program and has to be governed by the agencies that are responsible for providing services. Important choices and decisions lie with these agencies. The IGT is designed to provide feedback on how these things work so that these decisions are more likely to be successful. There is also the role of the IGT to monitor the progress and process of the whole YES program to ensure that the state is successful. The IGT is responsible for monitoring how we are doing so that we can claim success and the courts can then be removed from this process.</p> <p>Ross Edmunds asked for clarification as to the next steps. Should the IGT Executive Committee review the document first or can this memo be shared with all of the IGT members? Patrick Gardner stated that he previously shared the memo that he wrote with all of the IGT members. As well, the IGT previously agreed to the steps that are laid out in this memo based on the overarching goal from the IGT Strategic Plan mission. Step one was to create both of these memos and there are likely no details in the IGT Operational Memo written by the DAGs that the plaintiff's counsel would disagree with. The second step is to have meetings with the IGT Executive Committee and the leadership teams of these core groups. We have also asked if all of IGT members if they are interested in joining these meetings. These meetings will be used to discuss what is working and clarify the workgroups and the relationships with IGT. This information will be brought back to all of the IGT members to discuss further fixes and clarifications. We will commit to key elements about how the workgroups interact with IGT and this will be included in the IGT Operational Handbook. There is no</p>	

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
					<p>need for Howard Belodoff and Patrick Gardner to review the IGT Operational Memo for a legal response. Howard Belodoff stated that he is in agreement with the next steps that Patrick Gardner has proposed.</p> <p>Next Steps: Megan Schuelke will work with the IGT Executive Committee, the workgroups and councils identified, as well as the IGT members who would like to join in order to schedule these meetings.</p>	
5	11:00am	20 mins	QMIA Quarterly Report	Candace Falsetti	<p>Candace Falsetti noted that last month the IGT members reviewed the third quarter QMIA Report and discussed recommendations for the QMIA Council. The primary question for the QMIA Council was how these recommendations will go from the IGT to the QMIA Council. There is an understanding that the upcoming meeting with the IGT Executive Committee and the QMIA Council will provide further clarification and answers as to the process for report recommendations.</p> <p>Patrick Gardner asked about the schedule for the quarterly QMIA Reports. Candace Falsetti shared that the QMIA Council has finalized a schedule for the publication of the QMIA Quarterly Reports. The QMIA Reports will be published every three months and this will be two week prior to the upcoming IGT Meeting.</p> <p>Next Steps: Candace Falsetti will share the QMIA Quarterly Report timelines with Megan Schuelke and she will distribute this information to all of the IGT members.</p> <p>Patrick Gardner also shared that he has been having a difficult time finding these reports online. It would be helpful to have multiple ways to access these reports. Candace Falsetti shared that the QMIA Quarterly Reports can be found on the YES website under About YES. Ross Edmunds noted that Megan Schuelke and a team at DBH recently worked to convert the YES website onto a new platform and maintain the websites integrity. This may be why errors and multiple website links are coming up when searching for these reports.</p> <p>Next Steps: Megan Schuelke and the team at DBH will work with IT to see if improvements can be made for when members of the public are searching for these reports related to YES. Megan Schuelke will also include links to the documents that are reviewed directly in the IGT Meeting notes.</p> <p>Candace Falsetti shared and reviewed the Idaho YES Family Survey Results 2021 presentation. The Idaho YES Family Survey 2021 Results Report can also be found on the YES website. As it pertains to slide 9 of the presentation about youth characteristics and CANS scores, Janet Hoeke asked how this relates to the current CANS scores. Candace Falsetti shared that this data is very close to the current CANS scores data. Amy Minzghor asked for confirmation that this Idaho YES Family Survey provided families</p>	

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
					<p>with the option to complete the survey based on the children that are in their homes. Candace Falsetti confirmed and stated that families were asked to complete the survey based on one child that is in their home.</p> <p>Candace Falsetti noted that she can request to have PRAED or BSU attend one of the IGT meetings if members would like to review these reports in more detail. Amy Minzghor shared that Dr. Nate Williams from BSU will be going over these survey results during a session of the Idaho Parent Network Workshop on Wednesday, October 13 at 11:45am MT. As well, another session in the Idaho Parent Network Workshop will be about Crisis and Safety Planning. This will take place on Wednesday, October 13 at 10:30am MT. Information about registering to attend this virtual conference, which will take place October 11 through October 15, will be posted on the Idaho Parent Network website shortly.</p> <p>As it pertains to slide 15 and slide 16 of the presentation, Howard Belodoff asked about access to mental health services for families and how this data is correlated. Is there anything that addresses the different categories based on the level of need, such as Level 3 versus Level 1 in the CANS? Candace Falsetti confirmed and shared that BSU looked at the differences between the survey responses that they received and the CANS scores. Children with a high level of need were less likely to agree that they needed the services that were identified as being needed. A child with the greatest need has the least amount of access to services, which is accurate based on what families have shared with the workgroups, such as QFAS. Candace Falsetti also shared that DBH has been focused on safety planning as that is an area that can be improved. DBH created a video about safety planning, which has been posted on the YES website. The next step will be to offer additional training for providers on safety planning.</p> <p>Janet Hoeke asked when the opportunities are for more detailed presentations by PRAED and BSU.</p> <p>Next Steps: Candace Falsetti shared that she will get these presentations with PRAED and BSU scheduled and share these dates and times with all of the IGT members within the next week.</p>	
6	11:35am	10 mins	New Business Items	IGT Members	<p>Ross shared and reviewed the PRA Replacement Proposal document that was created based on a conversation that took place with the Sponsors. It would be helpful to have the ICAT subcommittee develop a document about what parents and providers feel that requirements should be for CBRS services. This should then be a specific agenda item for an upcoming IGT Meeting.</p>	

#	Time	Length	Topic	Topic Owner	Discussion	Decisions
					Pat Martelle asked if this document would appear in the template that ICAT submitted to IGT. On the template, there is a space for the response to the IGT request. Is this document a response to the ICAT request? Ross Edmunds clarified that the PRA Replacement Proposal document is intended to be a minimally stated response to the issues that were brought forth by the ICAT subcommittee. Pat Martelle clarified her question and asked if the IGT members should take this document and discuss it as a response to the previous ICAT request? Ross Edmunds suggested that we add this as an agenda item for the next IGT Meeting so that further discussions can take place. The IGT members should review this as a potential solution and then make recommendations. This should not be documented as a decision that was made. Rather, DHW would like to go to ICAT and request that they work with the stakeholders to develop recommendations.	
7	11:45am	10 mins	Public Comment	IGT Members	<i>No public comments were shared at this time.</i>	
8	11:55am	5 mins	Review Future Agenda Topics & Action Items	IGT Executive Committee	<p><u>October IGT Agenda Items:</u></p> <ul style="list-style-type: none"> Review Sponsor's Report - IGT Executive Committee Review PRA Replacement Proposal and Decide on Next Steps - Ross Edmunds and David Welsh Update on Implementation Assurance Plan - IGT Executive Committee Update on the IGT Operational Handbook - IGT Executive Committee <p><u>November IGT Agenda Items:</u></p> <ul style="list-style-type: none"> Review new QMIA Quarterly Report - Candace Falsetti <p><u>Future Agenda Items:</u></p> <ul style="list-style-type: none"> Review Draft IGT Operational Handbook - IGT Members 	
9	12:00pm	--	Dismissal	IGT Members		

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

Follow-up Items	Date Opened	Owner	Due Date	Comments	Status
Regional SOC Project and the intention to have one region present at each IGT Meeting.	3/6/20	Ross Edmunds	4/3/20	1/11 Update: Patrick Gardner suggested that we target the CMH subcommittees of the Regional Behavioral Health Boards (RBHBs) to gather the information. It would be helpful to create and distribute a list of questions that the IGT would like answered by the CMH subcommittees.	3/10, In Progress. Ross Edmunds spoke with the RBHB Leadership members. Ross Edmunds sent the questions to the CMH subcommittees again requesting feedback.