



**Friday, September 11, 2015**

**11:00 a.m. – 2:00 p.m.**

**Board of Governors (BOG) Agenda**

Large Conference Room – Ewald Consulting

Public Policy Committee 9:30-11:00 a.m.

Ethics Committee 2:15-4:00 p.m.

Attending: Deb Wamsley, Dustin Chapman, Heidi Kammer, Lance Egley, Tina Silverness, Dave Hartford, Karen Edens, Jim Monson

Management: Bob Rohret, Bill Monn

Guest: John Henderlite

Not Attending: Mark Casagrande, Jonathan Lofgren, Jenine Koziolk, Curt Murphy, Richard White, Brian Teuber

A quorum was present

The meeting was called to order at 11:25 by Wamsley

- Call to Order, housekeeping items
  - Approve Board minutes from previous Board meeting

*Moved by Chapman seconded by Monson to accept minutes from the August 7<sup>th</sup> meeting as presented. Passed on a voice vote.*

- Additions to Agenda; set agenda priorities
  - Add workforce development discussion and MARRCH legislative priorities (Kammer)
  - Consider Crowne Plaza as an option for attendees at MARRCH fall conference
- Review of Action Items from past meeting

### Strategic Planning:

The Board reviewed recommendations by Monn and Rohret for strategic planning initiative to be chaired by Hartford. Hartford will invite three Board members, the MARRCH Executive Director and other key stakeholders to be working committee members charged with developing a strategic planning process for MARRCH, with timelines and reporting back to the Board on progress.

*Moved by Kammer that the Board approve a strategic planning committee that includes the MARRCH Executive Director with involvement of key stakeholders identified by Dave Hartford as chair of the committee. Seconded by Hartford. Passed on a voice vote.*

**ACTION:** Hartford to put together committee members and determine next steps and process. Rohret to assist in inviting selected committee members and organizing meetings.

### Webinars:

Rohret recommended facilitating an "Introduction to MARRCH" webinar in January, 2016, which Ewald Consulting has agreed to pay for. An additional webinar series will be developed on withdrawal management. The first webinar of this series will be held in February of 2016, co-facilitated by Rohret and Edens and is estimated to cost \$400.

*Moved by Hartford to Move forward with webinar development and analysis. Seconded by Edens. Passed on a voice vote.*

**ACTION:** Rohret and Edens to develop and facilitate "Intro to MARRCH" webinar and one webinar on withdrawal management, then assess participant interest, revenue generated, and survey results, to explore viability.

**ACTION:** Rohret to explore sponsorship possibilities, beginning with Tina Silverness who expressed interest.

### Fast-Tracker Web Site:

Dr. Brent Nelson from the University of Minnesota presented on the "fast-tracker" web site designed to consolidate information about addiction treatment providers, with the capability of maintaining real-time bed availability. Providers would be responsible for updating their information and bed status. Cindy Swan-Henderlite, Alcohol and Drug Abuse Division, also answered questions and related to the web site and DHS involvement. Linda Vukelich, Executive Director for the Minnesota Psychiatric Society, the Minnesota Society of Adolescent Psychiatry, and The Minnesota Mental Health Community Foundation, helped to develop this web site but could not attend today's meeting.

**ACTION:** Rohret will work with Linda Vukelich to secure a booth at the MARRCH fall conference to provide a demonstration of Fast-Tracker for conference attendees.

### Executive Director Report

#### Sections:

Two proposals were brought to the Board for consideration to become sections of MARRCH: Lesbian/ Bi-sexual/ Gay/ Transgender/ Queer (LGBTQ): The LGBTQ proposal was supported with the understanding that the proposers recruit 10 members and conform to MARRCH bylaws (rather than their own).

*Moved by Egley seconded by Silverness. Passed on a voice vote*

**ACTION:** Rohret to inform this committee of Board decision and necessary amendments to proposal, and to offer assistance with outreach through the One Voice newsletter and fall conference.

Harm Reduction: Proposal would be acceptable under the same criteria as above. Board also requested that the proposal be broadened to include more than "Harm Reduction" as its mission.

*Moved by Egley seconded by Monson for proposers to return a draft taking into account the need to broaden the subject area and conform to MARRCH bylaws. Passed on a voice vote.*

**ACTION:** Rohret to discuss with the writers of the proposal the need to have 10 members (per MARRCH bylaws) and the need to broaden the scope of the proposal. Rohret will return an amended draft of the proposal for further Board consideration.

#### Listserv Policies:

An example of a listserv policy from the Minnesota Psychiatric Association was presented to the Board as a template for a similar MARRCH policy.

**ACTION:** Rohret to send Board members a draft of the proposed policy for their consideration and feedback, then amend accordingly.

#### MARRCH July Financials and July 1, 2015-June 30, 2016 Budget (Egley)

- Review and approve July Financials

*Edens moved to accept July Financials seconded by Wamsley. Passed on a voice vote.*

- Review Accounting Principals

Egley drew attention to accounting principles developed by the treasurer. A copy was provided in the Board packet.

**ACTION:** Board will review and provide feedback at the next Board meeting, October 2, 2015.

- MARRCH 2015/16 Budget Revisions

Egley recommended that budget revisions be set aside, developing budget revisions at a later date, and to let current budget stand as-is. Monn stated that no motion was needed since we already have an approved budget.

#### Workforce Issue

*Moved by Kammer to establish a workforce committee chaired by MARRCH Executive Director and charged with providing a position paper to the Board based on feedback from diverse key stakeholders and constituents with next steps and priorities, within 60 days.*

*Dave Hartford seconded. Passed on a voice vote.*

**ACTION:** Rohret to establish a “workforce committee” and develop a position paper outlining next steps and priorities within 60 days.

### Crowne Plaza

Egley suggested the Crowne Plaza hotel as an option for MARRCH fall conference attendees. The Holiday Inn is currently the hotel used for reservations as they provide a block of rooms but do not charge us if the rooms are not filled. Suggested including the Crowne Plaza on conference promotional materials and web site as an option.

**ACTION:** Rohret to bring to the Education Committee and research how the Crowne Plaza can be included as a preferred hotel for 2016 conference.

### MARRCH Executive Director Job Description

Kammer raised the issue of needing a full job description for the MARRCH Executive Director. *Moved by Hartford that Ewald Consulting (Monn) and Rohret draft a job description for the Board to review and discuss, outlining scope and responsibility of position. Seconded by Edens. Passed on voice vote*

**ACTION:** Rohret and Ewald (Monn) to prepare an Executive Director job description by October 2<sup>nd</sup> meeting.

### Future Topics

- Hartford: Take 15-30 minutes once a year to do a review of how to serve on a Board and how to work with the Executive Director to attain goals

### Status Reports/Updates

- Detox Report (Rohret) Rohret reported that the “Track and Trace” law is having an impact on some Detoxification Centers, affecting their ability to obtain prescription and stock meds from pharmacies who do not have wholesaler licenses.
- Education/Events (Koziolek)
  - CAD updates: All financial reports have not yet been received. Egley expects MARRCH will lose some money on this year’s event. Considering other options for counselor appreciation
  - MARRCH Annual Conference- Planning is being finalized
- Ethics (Egley): Still looking for nominations for the MARRCH Bernie Belling Award
- Membership (Edens/Rohret): Current MARRCH membership reports provided to the Board with comparison to 2014
  - Renewed, non-renewed members 2015
- AIAC Report (White)- No Report
- DHS Rules update (Casagrande)- No Report
- LARRS – Laws-Amendments-Rules-Revisors (Murphy) – No Report

- Upcoming MARRCH events:
  - MARRCH Annual Conference, October 26-28, St. Paul

*Edens moved to adjourn, seconded by Chapman*

**Adjourned**

2:08

Next scheduled MARRCH Board meeting: October 2, 2015