



Board of Directors Meeting

AGENDA

November 8, 2019

PRESENT or on Remote Connection: Chlouber, Dehart, Doherty, Leakey, Mooney, Turek, Slocum, Maggie Elder

1. Call to Order – (gathered 9:10) The meeting was called to order at 9:31.
2. Establishment of Quorum - yes
3. Introductions – Catherine Conner was trying to call in, Cynthia Mooney is present
4. Review agenda – Changes/Additions – student request - see Announcements below.
5. Review/Accept previous BOD Minutes from last meeting - October- Slocum made a motion to accept as submitted, Turek seconded. Vote taken, motion carried.
6. Alliance for the Advancement of Infant Mental Health –
 - a. Leakey announced her efforts to troubleshoot some difficulty getting people on the calls. Chlouber was signed up for the Holders Call, but unable to get on. Chlouber will listen to the audio and be on in the future. Board members may participate in the Holders' Call (1st Wed. of the month); Leadership Call is for Executive Committee members only (2nd Thurs. of the month). Back-up participants are also needed. Maggie will send out the folder again with the sign-ups and times listed.
 - b. Doherty mentioned that one of the states distributed a process for selection of participants to attend the RS Symposium. They will make that available for us to use or inform our process for next year. A few names already on the list, Maggie is holding that list.
 - c. First EC Exams were piloted. Reportedly went well.
7. Follow Up
 - a. Exec Committee Update – handovers are going to be done after this meeting to begin the transition to new Executive Committee. Starting Jan. the first Friday of the month will be Exec Committee meeting to prepare for the board meeting.
 - b. Endorsement Committee Update – there were 2 exam administrations: end of Sept. and early Nov. Requirements were in place for backup reviewers to score exams. Three exams from Nov. will require the courtesy reviews. Leakey reported that we are gaining traction on getting those exams scored and the bottleneck is getting cleared. Spots are already filled for the March administration. There is now also the possibility of a summer administration. June 5 is the date being considered. Dehart will reserve the room at the Health Department in case that is needed. The Endorsement Work Group is trying to get dates solidified thru fall of 2020. There was a question about the timing of administering the essay portion of the exam to those who

are taking only that part. The response is that they should all start together. Essay takers then leave at the end of their time.

- i. Dehart noted Catherine Conner is looking at trainings and identifying which competencies are covered. Griffin is getting clarification about dates, expectations, where to find things. March date is already booked for Health Dept. (51st & 129th).
 - ii. Last administration of the exam: There was a printer issue. IT assistance was needed. Then the material printed to a printer that was actually closer to the exam site. Dehart will request that the computers in that lab be set up to print to the closer printer.
- c. Budget Update – Turek is working on getting budget items grouped on budget that was submitted. She reported:
- i. Fall meeting - \$3700 excess registration over estimated amount; may be looking at \$5K in excess of cost. This overage helped with some items we had not planned for. Turek will keep working on tying expenses to budget. We are currently at about 55% of budgeted expenses for fiscal year – this is a good position. (Some expenses are still outstanding).
- d. Fall Conference Recap – Fabulous! At least day 1; Griffin reports that the other days were also really good. Supervisors on the state team met post day 1 where some voiced worries and concerns from supervisors regarding their teams’ engagement. However they saw that the teams were very connected and involved on day 2. Griffin and Audra Haney will be doing the mentoring calls with lead nurse supervisors who supervise the C1 nurses. After Day 2 she reported that they met with Linda Gilkerson. Linda voiced a concern about job schedules, and recommended at least 2 additional FAN trainers for OK. Griffin stated that the training was handled in a way that made “where they were” OK, then saw them warming to the process and the material. She also noted that care was taken to match the supervisors to mentors. The point was made that some nurses may see reflection as “after the fact.” This model helps us think about RS in the moment.
- i. Feedback was positive from others re: Day 1. Reflective with a non-disciplinary framework.
 - ii. Doherty added the thought that we may want to build on this in some way thru Reflective Supervision in the future. Slocum mentioned CE-CERT as a possible fit for that.
 - iii. Doherty reported that she had a conversation with a new board member who had expected to “come and listen and take notes,” but came away feeling much more connected than expected and felt very positive!
 - iv. Twitter Account (MT reported) re-tweeting from the Alliance. Turek currently is the Social Media “holder” Turek will send the handle so it can get in the minutes. They are:
 1. Facebook page name: Oklahoma Association for Infant Mental Health or @imhofoklahoma
 2. Twitter username: @ok_aimh
 3. Instagram Name: OKAssoc for InfantMentalHealth
 - v. Griffin asked about numbers – how many attended, number of new members, to inform ideas about partners/targets for next year.
 - vi. Turek asked about a date for the next Fall Membership Meeting. Doherty will talk to Lucia about a room in Stillwater. There is also a TCC connection to explore.
 - vii. Thank you to volunteers. Maggie will forward contact info to Slocum for notes to go out.

- viii. Question of where to store the screen and projector – Leakey will get the items from Griffin who has it at her house. She will then be able to track who has it checked out.
 - ix. Doherty asked about evaluations and the sign-up sheets with committee interest noted. Maggie is holding this and will send it out.
 - e. Leakey added update on the Reflective Supervision Learning Collaborative- Applications are in. Some are strong. The group has designed a rubric for objectively evaluating the applications and members are currently involved in the scoring and selection process. So far the reviewers report a good feeling about the people who will make up this new cohort. The feeling is that this will be a nice group and one with the potential to gel as a cohort. Letters with feedback to each applicant will go out on Monday. There will be 15 members – all but 2 are endorsed, potentially very strong Reflective Supervision Leaders. Doherty suggested that these people could be mentioned on the website. Leakey responded, “Yes, and a separate announcement will also go out.”
 - f. DMH meeting - OK-AIMH representative is needed – BHAC was scheduled for next Thurs., but has been cancelled. It is now scheduled for the second Wed. of the month, from 9-11:30 at DMH. This committee provides advisement to DMH on Medicaid rules. Griffin has been covering this meeting. She can continue, needs a backup for times she is not able to attend. . Every other meeting is closed. Alternate meetings are open to anyone to attend. Turek suggested that one of the new board members, particularly one in the OKC area be asked to fill this role. In the interim Griffin will ask Ed Long to cover. (Griffin clarified that this is an Early Childhood seat on this committee, which is a much broader group.)
 - g. Contract Training Requests*
- 8. New Business:
 - a. Maggie is getting requests for training. Need to get a rate of how to charge for providing these trainings.
Griffin mentioned that OK PAT is looking for a contract for their supervisors to get Reflective Supervision bi-weekly. Sites would reach out individually. Some could be group, some individual. Griffin posed the question of how that could work through OK-AIMH, noting that this would include an amount for an administrative fee. There was a discussion of whether this could be a role for OK-AIMH. Various questions and concerns were raised related to the fee structure and issues surrounding the responsibility and staffing to manage this. The idea of calling a separate meeting to discuss this topic was raised. It was decided that there would be a special meeting on Dec. 13 (a day when the board would be meeting during most months, but no meeting had been scheduled for December). Other issues such as location, “invitation only” status and who should attend were discussed. (After the meeting other issues were discussed by the Executive Committee and it was decided to hold off on this issue and, at least for now to simply list qualified providers on the website and allow interested parties to make their own arrangements.)
 - b. Member involvement forms from Conference – Maggie has sent these out to board. Griffin suggested that as a goal for the Jan. Agenda that we look at the committee structure, identify committee leads, and design a process for moving forward implementing the committees.
 - c. Student – Maggie mentioned that a student had requested to interview a board member as part of a school assignment. Slocum agreed to be interviewed.

9. Announcements –

- a. Leakey mentioned that there are resources (books and equipment) available and that this had been announced at the Fall Membership Meeting. She stated that we need a process for members to access these items. How and where should they be housed? What follow-up issues need to be considered? Do we need to check on the condition of the materials after they are used? Leakey volunteered to be the “check out person” for one set of materials. Turek offered the idea that this could evolve out of interest expressed in using the materials. Doherty noted that the board could solicit places for housing these materials and that the person could then agree to use our identified system. A goal for January will be to be able to announce that these materials are available and the system for accessing them. Options mentioned would be IBEaR in Stillwater, Potts Foundation in OKC.
- b. Cynthia Mooney announced that the State advisory team for Children’s Behavioral Health related to younger aged children/Systems of Care will on Jan. 10 be presenting recommendations and will entertain comment regarding recommendations to the governor. Cynthia will let us know details as they become available.
- c. A question came up about revamping State Plan for Infant Mental Health. Griffin stated that she and Audra Haney will be the leads on this and will be working on it along with meaningful communication around how far this has come. She noted that it may be more of a guide for moving toward “best practices.”
- d. Griffin noted that the next agenda should include ICMH financing TA work group developing strategy – will OK-AIMH recommit to this process? It involves an all-day meeting, at least. They want an email stating whether we are recommitting and who our representatives are. This has to do with billing policy for Diagnosis and Treatment for Infant Mental Health. Griffin will send the document to Maggie. Maggie will distribute.

10. Public Comment

11. Adjourn – Turek moved and Griffin seconded to adjourn. Meeting adjourned at 11:30.

NEXT BOARD MEETING December 13 for special session, by invitation (cancelled)

January 10, 2020 – Hampton Inn, Stroud