CMHFB Meeting Minutes

Meeting Date: June 19, 2017  Time: 9:00 am  Chairperson: Beth Diveley

Attendees: Beth Diveley (Chair); Jerry Rogers (Vice Chair); Kelly Steffens; Mark Mertens; Stan Stratton, Ken Waller and Audrey Mitchell.

Not in Attendance: Dr. Steven Crawford.

Staff in Attendance: Susan Curfman, COMTREA CEO

Meeting was brought to order at 9:02 a.m. by Board Chair Beth Diveley

Agenda Item #1 Approval of Meeting Agenda

The meeting agenda was reviewed, Beth Diveley requested an addition to the agenda to allow for discussion regarding regular corporate Comtreab Board versus the JCCMHFB.

Recommendation: “I, Stan Stratton, move to approve the June 19, 2017 Meeting Agenda with the addition of discussion regarding the Comtreab Board versus JCCMHFB.” Mark Mertens seconded the motion. The motion carried.

Agenda Item #2 Approval of Meeting Minutes

The previous meeting minutes were reviewed with no revisions requested.

Recommendation: “I, Kelly Steffens, move to approve the January 2017 JCCMHFB meeting minutes.” Mark Mertens seconded the motion. The motion carried.

Agenda Item #3 Review of COMTREA Meeting

Recommendation: “I, Mark Mertens, move to approve the actions of the Board.” Stan Stratton seconded the motion. The motion carried.
Agenda Item #4 JCCMHFB Contract

The JCCMHFB contract was presented, there was no changes in the contract, and it was simply for renewal purposes. The dates of the contract were reviewed.

Recommendation: "I, Mark Mertens, move that the board approve the renewal of the JCCMFFB contract." Audrey Mitchell seconded the motion. The motion carried.

Agenda Item #5 Discussion JCCMHFB

Beth Diveley stated that as the new board chair she wanted to review the original proposition. Sue Curfman stated that the statute is very vague. A chart outlining the proposition details was handed out showing what was proposed and where those items are as of 2017. There was discussion around the school liaisons and Sue Curfman stated that a meeting would be set up with the schools and a quarterly dashboard created for reporting.

Agenda Item #6 Grant Funding

Beth Diveley informed the Board that a letter was recently received requesting funds. The letter had brought up the fact that the JCCMHFB is the facilitator for all funds and should Comtrean be providing funds to others for services Comtrean can't provide. Sue Curfman stated that the board would need to develop a process for requesting RFP's and have ready for September ideally with a budgeted amount of $200,000 set aside. Beth Diveley stated with no JCCMHFB meeting until September a special meeting would be called to help get something in place. Jerry Rogers stated that the group would need to establish a criteria and process. Ken Waller stated that Mercy Foundations does three (3) cycles of giving and so the board should consider whether to do one or a few times a year. Beth Diveley stated that when considering RFP's the board should be looking at Comtrean and what cannot be provided since there should not be a duplicate of services. Beth Diveley stated that a draft of a process would need to be tailored, a special meeting would be called to discuss further.

Agenda Item #7 Old Business

Mark Mertens inquired about the attendance of Board Members, the bylaws were to be pulled and reviewed.
Agenda Item #8 Adjournment

Recommendations: "I, Mark Mertens, move to adjourn." Stan Stratton seconded. Motion carried.

☐ Minutes approved

(Signature of Committee Chair)  [Signature]

(Date)  [Date]