

**Meeting Minutes
Executive Committee
February 20, 2024**

Present:

- Sheri Newcomb, Ryan Ashe, Hazel Braxton, John Collins, Erin Otis

Absent:

- Ryan Ashe

Others present:

- Wendy Evans

Staff present:

- David Coe, Chaenn Thomas, Kyra Cook, Marsha Obremski

Sheri Newcomb called the meeting to order at 4:11 p.m.

Informational Updates:

- ESH Property Update
 - The information regarding the cost associated with the Crisis Services Center near Eastern State Hospital has been submitted to the state for consideration. Information related to the transaction is privileged at this time.
 - Hope Family Village is pleased with the discussion regarding the allocation of the acreage under contract with D.R.Horton. Information related to the transaction is privileged at this time.
- Integrated Care
 - Kyra Cook reported that Bank of America awarded CBH a \$150K grant, which is \$50K more than originally thought, in support of integrated behavioral healthcare at Olde Towne Medical and Dental Center (OTMDC).
 - Primary Care Development Center has begun the second component of integrated care facilitation work with OTMDC. Component One went well.

Action Items:

- None

Discussion Items

- CBH Leadership News
 - David Coe reported that a new Executive Administrative Assistant will start on March 4th.
 - In preparation for expanded crisis services, David is creating a new Director of Crisis and Access Services position. David shared a list of programs and responsibilities that will be divided between the two Director positions.

- CBH Bylaws
 - David Coe shared a summary of the feedback received thus far. The committee concurred with the feedback. The next step is to make the suggested edits based on Board feedback and submit them for legal review. Then the draft Bylaws will come back to the Executive and Administrative Committees again before going to the board for final approval. The draft Bylaws will be included in two meeting agendas to ensure the opportunity for full review by the Board. Ideally the new bylaws will be adopted and go into effect July 1, 2024.
- Consumer Advisory Committee
 - Marsha Obremski reviewed a draft policy establishing a Consumer Advisory Committee. The committee is required as part of CCBHC regulations, and the Board elected to establish the committee via policy. Committee members supported the policy and asked questions about the new advisory committee's role, asking staff to establish guidelines for the new advisory committee, outlining processes for making recommendations to the CBH Board and clarifying roles and responsibilities.
- Strategic Plan
 - Kyra Cook shared illustrative objectives, strategies, and tactics for the Infrastructure and Resources Goals noting that the vision, mission, values, and goals are established by the Board and set in stone. The objectives, strategies, and tactics are developed and monitored by staff and shared with the Board.
 - The Infrastructure Goal focuses on facilities and technology and the Resources Goal focuses on financing the new campus and partnerships.

Items from the Committee

- There were no items identified by committee members.

Adjourn

- Sheri Newcomb made a motion to adjourn the meeting. Hazel Braxton seconded the motion which passed unanimously. The meeting adjourned at 5:10 p.m.

Next meeting

- Tuesday, March 19th at 4:00 p.m.