



Family-Run Executive Director Leadership Association

Board of Director's Meeting

November 2, 2015

AGENDA

4 PM ET

Call-in #

1.888.585.9008

Room 288.858.469

Host 4644193

Welcome and Call to Order	Gail Cormier, President
Approval of September 12, 2015 Minutes	
Revised Board List	
Calendar of Meetings	
Board Handbook	
Executive Director's Report (attached)	Jane Walker, Executive Director
Year-end Financial Report (attached)	
Audit	
Website – pictures and logos	
Send to Malisa – mpearson@fredla.org	
Launch January 12, 2016	
Proposed FY 16 Budget (attached)	
Personnel Handbook	
Membership	
Approval of FACT Missouri	Malisa Pearson
Membership Update	Carol Cecil/Hugh Davis
Ad hoc Committee Report	Gail Cormier
Curriculum Development	Jane Walker
Giving Tuesday	Malisa Pearson

Board of Directors Meeting
November 2, 2015
MINUTES

In attendance: Gail Cormier, President, Paige Pierce, VP, Millie Court, Diane Flashnick, Sandy Bumpus, Darrin Harris, Lisa Conlan, Shannon Crossbear, Tom Dillingham, Sue Smith, Janet Pereyra, Jane Kallal, Lisa Lambert, Ruth Fox, Steve Graci

Staff: Jane Walker

Welcome and Call to Order

President Gail Cormier called the meeting to order at 4:06 pm ET. A roll call was done as people entered the conference call.

Approval of Minutes

Review minutes from September 12, 2015. Paige motioned to accept the minutes from the September 12, 2015 meeting held in Bethesda. Tom seconded the motion. No discussion. Vote called. Passed unanimously.

Executive Director's Report

- National Technical Assistance Center for Children's Mental Health (NTAC) - The Institute for Innovation & Implementation at the University of Maryland School of Social Work was awarded the contract and serves as the coordinating entity and centralized contact for The TA Network. FREDLA is a core partner in the TA Network and is the lead for family organizations and leadership.
- Millie Sweeney joined FREDLA staff on November 1, 2015 as fulltime Project Coordinator
- Survey of Family-Run Organizations on Behavioral Health Integration - In response to a request from the field, FREDLA developed a short survey on how family-run organizations are responding to behavioral health integration of mental health and substance use in their states. There are 30 responses to the survey to date. A summary of results will be compiled and disseminated. Shannon Crossbear commented that many states are integrating at the administrative level but not always the family organizations. There is also a different level of stigma attached to substance use rather than mental health which is considered an illness. Shannon offered the assistance of the National Family Dialogue in any work FREDLA does on this topic.
- FREDLA has submitted proposals for workshops to University of South Florida Research conference and National Council.
- BRSS TACS contract has been renewed and increased slightly.
- The International Association of Peer Supporters (iNAPS) is an organization - FREDLA staff had a call with Rita Cronise, Acting Director of iNAPS. The organization has published National Practice Guidelines for Peer Support. Rita is also on the faculty at Rutgers University and is Director of their Peer Support Academy. They have many online courses for peer support that are available to any organization. Other board members added that Rhode Island and Arizona have also established similar academies. FREDLA is trying to collect all of this information to disseminate to member organizations.
- FREDLA Participated in TA Network Small Group meeting on Financing
- FREDLA held a webinar on "Assessing Family Support: Assessment Tools to Use in Parent Support Services"

- FREDLA made a donation to Youth Move Arkansas in memory of Pam Marshall's son, Chris.
- FREDLA will be an exhibitor at the National Federation Conference

Year-end Financial Report

The year-end financial report had been distributed to board members prior to the meeting. Total revenue for FY 15 was \$386,780.88 and expenses were 365,146.79 leaving a net income of \$21,634.09. There were no questions from board members about the report. Jane has solicited proposals for a two-year audit from two firms. The audit will be completed by January 30, 2016 and will be presented to the board.

Proposed FY 16 Budget

The proposed FY 16 budget had been distributed to the board prior to the meeting. Jane reviewed the income from grants/contracts. By far, FREDLA is dependent upon the TA Network contract and the organization needs to diversify funding. Expenses were discussed and the need to omit office space that had originally been in the budget. Millie Sweeney has been hired fulltime and an additional position will be hired after January 2016. Sandy made a motion to approve the budget and Darrin seconded the motion. Gail called for a voted and the FY 16 budget was unanimously approved.

Website

With funding through Georgetown, FREDLA is rebuilding the website to include an online training platform. Board members were asked to submit their logos and pictures for the website. Submit them to Malisa Pearson at mpearson@fredla.org.

Personnel Handbook

Jane has developed a Personnel Handbook and requested board members to review the handbook and policies. Gail Cormier, Sandy Bumpus, Ruth Fox and Paige Pierce volunteered to review the Handbook. Jane will send to them for their review.

Membership

FREDLA received an application from FACT Missouri to join FREDLA. Malisa reviewed their materials and indicated that they met the criteria for a core member. After some discussion and looking over their website, Lisa Conlan made a motion to approve membership for FACT Missouri. Diane seconded the motion. Gail called for the vote and there was unanimous approval. Malisa will notify them and send welcome letter. Carol Cecil and Hugh Davis are co-chairs of the membership committee and they met a few weeks ago to discuss issues related to membership language in the by-laws and membership categories. Hugh is doing a review of board discussions and decisions about membership and will then convene the full committee to discuss these issues.

Ad Hoc Committee

Paige reported that the Ad hoc Committee met once to discuss priorities and think about broadening FREDLA's mission in respect to public policy. There was a great deal of discussion and Gail suggested postponing further discussion until January when more time could be devoted to the topic.

Giving Tuesday

Jane reported that FREDLA is participating in GivingTuesday which will be held on December 1, 2015.

Motion to Adjourn

Shannon made a motion to adjourn the meeting. Unanimous approval. Meeting adjourned at 5:23



Family-Run Executive Director Leadership Association

Executive Director's Report November 2015

1. **National Technical Assistance Center for Children's Mental Health (NTAC)**

SAMHSA combined the former Georgetown Technical Assistance Center, the American Institute for Research (AIR) Technical Assistance Center and the University of Maryland TA Network into one new \$33 million federal contract for training and technical assistance center for children's behavioral health in partnership with 14 universities & organizations. The Institute for Innovation & Implementation at the University of Maryland School of Social Work was awarded the contract and serves as the coordinating entity and centralized contact for The TA Network. FREDLA is a core partner in the TA Network and is the lead for family organizations and leadership. Other members of the Network include:

- University of Maryland, Institute for Innovation and Implementation
- Case Western Reserve University, Center for Innovative Practices
- The Center for Health Care Strategies, Inc.
- The Family-Run Executive Director Leadership Association (FREDLA)
- Georgetown University Center for Child and Human Development Center
- Human Service Collaborative
- Management & Training Innovations
- The National Indian Child Welfare Association (NICWA)
- Tufts Medical Center
- Policy Research Associates, National Center for Mental Health and Juvenile Justice (NCMHJJ)
- Portland State University
- University of South Florida, College of Community and Behavioral Science, Department of Child and Family Studies, in partnership with The Center for Community Learning and Selena Webster-Bass
- University of Washington
- Youth M.O.V.E. (Motivating Others through Voices of Experience) National.

2. **Millie Sweeney to Join FREDLA Staff**

With funds from the NTAC contract, FREDLA is able to hire Millie Sweeney as a fulltime Project Coordinator. Millie, who worked as Assistant Director for Programs at Tennessee Voices for Children, has been working with FREDLA as a consultant for the past year leading the Data Collection Project and PCORI grant. We are thrilled to have Millie on board!

The NTAC grant also provides funding for an additional Project Coordinator who will be hired early in 2016. We will begin recruiting in the next 4-6 weeks.

3. **Survey of Family-Run Organizations on Behavioral Health Integration**

In response to a request from the field, FREDLA developed a short survey on how family-run organizations are responding to behavioral health integration of mental health and substance use in their states. There are 26 responses to the survey to date and Malisa is contacting FREDLA members to encourage them to complete the survey. A summary of results will be compiled and disseminated.

4. Proposals to Present at Conferences

- a. FREDLA submitted a proposal to present at the National Council Conference in March on the topic of *The Role of Parent Peer Support in a System of Care for Children* – If the proposal is accepted, Paige Pierce and Jane Kallal will be presenting
- b. FREDLA Data Collection Workgroup submitted two proposals to the University of South Florida (USF) Research Conference in March on the topics of *Developing a National Data Collection Tool and Mechanism for Family-Run Organizations* and *Parent-to-Parent Peer Support Services: Designing the Research Question*. If the proposals are accepted Millie Sweeney and members of the committee will be presenting.
- c. FREDLA has been asked to review proposals for the USF Research Conference. Malisa Pearson will participate in the review process.

5. BRSS TACS

BRSS TACS has renewed and slightly increased FREDLA's contract. The majority of the work is continuing to assist with editing an online decision-making tool for families considering medication for their children's behavioral health needs.

FREDLA staff had a conversation with BRSS TACS staff to discuss coordination of TA for Statewide Family Network grantees. FREDLA will send out a survey to solicit input on TA needs and share this information with BRSS TACS.

6. The International Association of Peer Supporters (iNAPS)

FREDLA staff had a call with Rita Cronise, Acting Director of iNAPS. The organization has published National Practice Guidelines for Peer Support. They also have extensive training, most of which is adult-focused. They are very open to expanding to include parent/family peers support. Rita is also on the faculty at Rutgers University and is Director of their Peer Support Academy. They have many online courses for peer support that are available to any organization. FREDLA will be disseminating this information to member organizations.

7. Small Group Finance Meeting

FREDLA Participated as a member of the faculty for the Small Group Finance Meeting held by the TA Network. The meeting was attended by states with System of Care grants. Jane worked with two states who had a particular interest in billing Medicaid for peer support.

8. Webinar: "Assessing Family Support: Assessment Tools to Use in Parent Support Services"

FREDLA hosted a webinar that included an overview of tools commonly used by family-run organizations and the experiences of three organizations in using the Protective Factors Survey, the Family Assessment of Needs and Strengths, and the Family Journey Assessment. There were 55 persons in attendance, from diverse organizations and with a variety of titles that actively engaged with the presenters and the other attendees through questions and sharing resources.

9. Donation in Memory of Pam Marshall's Son, Chris

FREDLA made a \$100 donation to Youth MOVE Arkansas in memory of Chris Marshall.

10. National Federation of Families Conference

FREDLA has purchased a table at the Federation Conference.

