



**FORENSIC
MENTAL HEALTH**
Association of California

Board of Directors Retreat Minutes

August 6, 2020

Location: Videoconference

Board Members Present: Sam Knudsen, Tom Granucci, Ramsey Khouri, Kevin Rice, Melinda DeCiro, and Deanna Adams

Board Members Absent: None

Administrative Staff Present: Catherina Isidro and Morgan Grabau

Guest Presenters Present: None.

Opening: A retreat of the FMHAC Board of Directors was called to order at 2:05 p.m. on August 6, 2020, by Kevin Rice.

A. Approval of Agenda and Minutes

The agenda was sent to the members via email prior to the retreat. The agenda was approved at the July 29, 2020 Board Retreat.

B. Roll Call

Catherina facilitated a roll call of attendees.

C. Open Issues

| <i>Agenda Item and Discussion</i> | <i>Action/ Outcome</i> | <i>Follow-up</i> |
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| <p><i>Financials</i></p> <ul style="list-style-type: none"> • <u>Review of Financial Statement and Investment Portfolio</u> Catherina explained the Comparative Statement of Financial Position which shows the total cash as of June 30, 2019 is down by \$57,325.75 compared to prior year. Total Net Assets decreased by \$58,537.59, while Current Liabilities is also down by \$-5,161.63, resulting in an Equity decrease of \$53,376.59. Furthermore, the Association has paid out a total of \$62,667.00 in conference registration refunds resulting from the abrupt cancellation of the recent annual conference. The funds were paid through our business checking account, rather than the original decision to withdraw from our investment account. Technically, we would've exceeded last year's Total Net Assets by 5,341.2 • <u>2019-2020 Budget Review</u> Catherina facilitated a review and discussion of the 2019-2020 budget. • <u>2020-2021 Budget Planning</u> Catherina facilitated a review and discussion of the 2020-2021 proposed budget. <u>Motion:</u> Ramsey put forward motion to adopt the FY 2020-2021 budget as proposed. Melinda seconded the motion. | <p><i>Note:</i> The Board voted on the motion to approve FY 2020-21 budget. All in favor; none opposed.</p> | <p>Catherina to move forward with FY 2020-21 budget.</p> |
| <p><i>Board Member Annual Goals</i></p> <p>The Board reviewed goals established at the 2019 Summer Board Retreat.</p> <ul style="list-style-type: none"> • <u>Sam</u> <ul style="list-style-type: none"> • Proactive outreach to legislators • Development of an active Public Policy Committee • Attendance at more public policy meetings (including via phone) • <u>Anna</u> | | |

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| <ul style="list-style-type: none"> ○ Development on distance learning resources ○ Expand Forensic Mental Health 101 ● <u>Tom</u> <ul style="list-style-type: none"> ○ Development of an excellent presenter line-up ● <u>Cynthia</u> <ul style="list-style-type: none"> ○ Development of routine Newsroom updates and a Newsroom Committee. ○ Development of a list of motions/board votes and catalog of agendas and minutes in an electronic format ● <u>Ken</u> <ul style="list-style-type: none"> ○ Add the development of Mental Health 101 training with a focus on IDD ○ Guide Kevin in assuming the role of President <p>The Board developed goals for the coming year.</p> <ul style="list-style-type: none"> ● <u>Sam</u> <ul style="list-style-type: none"> ○ Proactive outreach to legislators ○ Development of an active Public Policy Committee ○ Attendance at more public policy meetings (including via phone) ● <u>Tom</u> <ul style="list-style-type: none"> ○ Development of an excellent presenter line-up ● <u>Kevin</u> <ul style="list-style-type: none"> ○ Promote the association by way of increasing membership ○ Promote the exposure of the association beyond one-day trainings and annual conference ● <u>Ramsey</u> <ul style="list-style-type: none"> ○ Monitor the budget ○ Expand contacts in San Diego for networking ● <u>Deanna</u> <ul style="list-style-type: none"> ○ Development of active Newsroom Committee, including revival of Twitter account ○ Development of equity strategy ● <u>Melinda</u> <ul style="list-style-type: none"> ○ Expand educational components across the clinical realm ○ Development of distance learning resources | | |
| <p><i>2020-2021 Education/Trainings</i></p> | | |

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| <ul style="list-style-type: none"> • <u>Distance Learning</u> Catherina and Morgan discussed transitioning certain trainings to a distance learning model, including determining virtual platforms to use and adjustments necessary for continuing learning approval processes. • <u>Regional Training</u> Catherina reviewed feedback from the previous year’s regional trainings. | | Melinda and Morgan to develop proposed distance learning lineup for the year. |
| <p><i>Projects-Update</i></p> <ul style="list-style-type: none"> • <u>Words to Deeds</u> Catherina provided the Board with an update on Words to Deeds. • <u>New MHSOAC Contract</u> Catherina reported FMHAC has secured a contract with the Mental Services Oversight and Accountability Commission (MHSOAC) on the MHSOAC Innovation Incubator Project. This is a multi-county collaborative to develop new and stronger systems to support mental health, in particular to reduce criminal justice involvement among individuals with mental health needs. • <u>Incubator Lesson Dissemination Project</u> In conjunction with the MHSOAC, Kathy Jett – CA Forward and Kit Wall, FMHAC will organize (6) interactive webinars covering issues areas identified by the Commission. One of the webinars will focus on reducing racial and ethnic disparities. Kit Wall and Kathy Jett will be responsible for providing the expert panelist and leaders who will conduct the presentation. FMHAC will provide all technical capacities needed to conduct these webinars and will be responsible for facilitating these webinars. | | |
| <p><i>2020 Conference Planning</i></p> <ul style="list-style-type: none"> • <u>2020 Conference Feedback</u> Conference registration numbers were high, but survey responses were low. Feedback was overwhelmingly positive, with plenary sessions well received. Most negative feedback regarded hotel construction, power outage interruptions to social justice session, and cancellation due to COVID-19. • <u>Planning Committee Update</u> Conversations asking Board to consider whether to hold 2021 | | |

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| <p>conference in-person or virtual. Interested committee members may be allowed to be speakers but are not allowed to receive honoraria.</p> <ul style="list-style-type: none"> • <u>Presentation/Keynote Speakers</u> Discussed inviting back Dr. James Densley for opening. Need speakers for opening plenary to speak on equity. Closing plenary will be Dr. Ruth Shim and Thomas Freese. • <u>Conference Schedule</u> Will put out a call for papers and invite back 2020 annual conference workshops. | | |
| <p><i>Student Scholarship Feedback</i> Morgan and Melinda discussed ideas about how to potentially translate the benefits of scholarship in the virtual space if 2021 conference is not held in-person.</p> | | Melinda and Morgan to convene about scholarships. |
| <p><i>Executive Director Annual Evaluation Board Discussion (Closed Session)</i></p> | | |

D. Next Meeting

The next Board Meeting will be scheduled via Doodle poll.

E. Adjournment

The meeting was adjourned by Kevin Rice on August 6, 2020 at 4:07 p.m.

Minutes submitted by Deanna Adams on November 19, 2020