

FMHAC
Meeting Minutes
Annual Board Meeting
April 23-24, 2009

Opening

The regular meeting of the FMHAC was called to order at 8:30 am on April 23, 2009 in Napa, CA by Molly Willenbring.

Present

Ken Carabello, Mark Grabau, Munir Sewani, Carrie Gustafson, David Polak, Jennifer Rossi, David Meyer, Ron Kaufman

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

The minutes of the previous meeting require board approval.

Conference Wrap Up

- Response to handout change from paper to CD was overall good
- Presidential suite for the dinner needed to have better use of space as it was a bit cramped. Question about whether to invite all of the presenters?
- Name tags: larger 1st name and larger agency name
- Add a ticket for the preconference that gets torn on admission
- Carpooling section on website
- Ask for presenter evals/comments of the conference
- Add increased vendor space
- Align with a book vendor? Difficult to do because of inability to guarantee a certain number of sales
- Reference checks for solicited speakers

Financial Report

- 2008-2009 deficit of about 20K, but 2007-2008 was 20K income
- Annenburgh Foundation- no approval yet to submit a grant proposal
- “use it or lose it” money for agencies, or if they pay now, they would get a discount for 09-10.
- Ability to lock in next years conference rates if paid by June 30th
- Most prohibitive cost for agencies are lodging and travel
 - Increase conference attendance fees to supplement cost of lodging/room rates?

2009-2010 Budget

- Ways to increase income?
 - More aggressively solicit for increased student attendance
 - FMHAC chapter on university campuses
 - Tax deduction for donation of services instead of an honorarium
 - Pre-orders for merchandise
 - Webinars
 - Improve benefits of being a sustaining member (thereby increasing number of sustaining membership...upgrade their room, invite to president’s reception)
 - Increase student attendance by 50% (approx. 25 people)
 - Increase attorney attendance by 25
 - How to qualify for MCLEs?
 - A legal track – must be taught by attorneys
- Exhibitor fees and corporate membership fees remain the same

2010 Conference

- Dates March 24-March 26, 2010
- Theme... Integrating Disciplines: Affirming our Core Values
- CFP Membership/Registration Pricing
- Hotel Contract Update
- Planning committee member suggestions
 - Tanya, Jane, Tom, Allison

2010 Speaker ideas

Steven Miles, Kent Kiehl, Jonathan Kellerman, Ellyn Sacks

- Keynote
 - Judge Manley
 - If Judge Manley, then we could have a panel of judges for a discussion panel
 - Ellyn Sacks
- Kick-off
 - Charles Scott
 - Stephen Miles
- Wrap-up
 - Adam Goldyn
 - Steven Miles
 - Ed Latessa (University of Cincinnati)

Poster Sessions-students, agency/member projects

- In a separate room?
- Coffee?
- One day only @ \$650.00 per room
- Sponsorship by University w/ a forensic program?
 - Alliant
 - Munir offered sponsorship

Cancellation Policy

- Currently there is a \$50 fee if canceled before the cut-off date, after that there are no refunds
- Possible changes could include: requests in writing, if requested after the cut-off date, offer to substitute or apply to the next year's conference, graduated cancellation fee
- If cancelled after the late registration date, the fee is \$100
- If cancelled within one week of conference start, no refunds
- Personal emergencies will be considered on a case-by-case basis

Staff Review/Goals and New Projects for 2009-2010

- IACFP continue to improve relationship
- Webinars and one-day trainings
 - A "best of FMHAC" roadshow
 - Pre-licensed trainings
 - Agency specific trainings
 - On-line tests for CEUs (need sponsors?)
 - Problems with sponsors is that they would likely want to vet/veto content prior to use
 - Subject matter must be specific to forensic mental health
 - Need to copyright each presentation from the conference or webinars and include "a do not include copyrighted material in your handouts..."

- Legislations support policy
 - Blog on the webstie
 - List serve
- Agency memberships - retention and recruitment
- Website members only section to include member contact information (would need a privacy policy)
- Local chapters to include student chapters
- MCLEs, Judges CEUs
- Prop 1E
- IST Committee
 - Board unanimously votes to form an IST Committee
 - Select chair person and committee members
 - Objectives/goals
 - Define core issues, connect with COMIO
 - Outcome ideas
 - Explore services, priorities, needs

Individual Board Member Meetings

- Mark and Dave M., Ron and Carrie, Ken and Mark

Travel Reimbursement Policy

- New policy unanimously approved by the board

Board Term Limits

- Two terms only (in one position or total?)

2009 Fall Newsletter

- Deadline for submissions due to Molly by [8/17/09](#)

Adjournment

Meeting was adjourned at 4:00 pm April 24, 2009 by Molly Willenbring. The next general meeting will be via conference call on July 23, 2009 at 1:00 pm

Minutes submitted by:

Jennifer Rossi