



*Board of Directors Meeting Minutes
September 10, 2018 at 4:30 p.m.*

Location: Teleconference

Board Members Present: Sam Knudsen, Tom Granucci, Cynthia Lermond, Anna Kafka, and Ken Carabello

Board Members Absent: Carrie Gustafson

Staff Present: Morgan Grabau-Dosskey, Catherina Isidro

A. Welcome/Call to Order

A meeting of the FMHAC Board of Directors was called to order by Ken Carabello at 4:33 p.m. on September 10, 2018.

B. Introduction of Members and Guests in Attendance

Catherina conducted a roll call of all those in attendance.

C. Approval of Agenda

The agenda was sent to the members via email prior to the meeting. The Board approved the agenda with all in favor, none opposed.

D. Approval of Minutes

The minutes from July 26 , 2018 were reviewed by the Board. Sam put forth a motion to approve the minutes as discussed and amended. Ken seconded the motion. All in favor, none opposed.

E. Open Issues

<i>Agenda Item and Discussion</i>	<i>Action/Outcome</i>	<i>Follow-up</i>
<p><i>One-Day Training Update</i></p> <ul style="list-style-type: none"> ○ Dates and locations have been confirmed for both North and South. The Northern CA training is scheduled on October 15, 2018 and is to be held at the Sacramento Marriott in Rancho Cordova, CA. The Southern CA training is scheduled for October 29, 2018 at The Grand in Long Beach, CA. ○ Registration opened for both trainings on August 27, 2018. Registration is same as last year, \$160. Student registration is \$130. So far, there are 27 registrations for the North and 12 for the South. ○ The title of this year's One-Day Training is "Forensic Mental Health 101". ○ Presenters will be Anna Kafka and Nicole Paglione. ○ Morgan reported on marketing strategies, logistics, food & beverage, parking, and CE's. ○ Anna reported that she and Nicole are working on finalizing their presentations. 		
<p><i>Annual Conference Update</i></p> <ul style="list-style-type: none"> ○ Registration is almost ready to be opened, which is three months earlier than last year since we are competing with the American Psychiatry and Law Society (APLS) for attendees due to scheduling conflict. ○ Morgan provided a breakdown of registration fees: <ul style="list-style-type: none"> ▪ Member Early Registration - \$475 ▪ Member Late Registration - \$500 (After December 21, 2018) ▪ Non-Member Early Registration - \$525 ▪ Non-Member Late Registration - \$550 (After December 21, 2018) ▪ Student Member - \$225 ▪ Student Non-Member - \$275 ▪ Sustaining Member - \$400 ○ Sam reported that we have yet to hear back from Barry Scheck. He will continue to work on it. ○ Tom reported that Opening Session Presenter, Susan Burton, and Keynote Presenter, Charles Scott, MD are both confirmed. Scott's keynote will be on Substance Abuse and Sex Offenders for his track. ○ 20 submissions received for Call for Papers. 	<p>Cynthia suggested we consider charging an early bird rate, regular rate and a late rate. This will not apply to students. Everyone was all in agreement.</p>	<p>Sam will follow up with getting a back-up speaker from the Innocence Project.</p>

<ul style="list-style-type: none"> ○ Planning Committee Meeting is scheduled on September 21, 2018 in Los Angeles. ○ Tom brought up the idea having a networking session, but a subject has yet to be determined. He knows a guy who works for the State of Colorado in the Community Corrections Department that would be good for this session “Evidence-Based Implementation”. 		<p>Tom will reach out to this potential speaker.</p>
<p><i>Words to Deeds</i></p> <ul style="list-style-type: none"> ○ Morgan shared with the board that Elaine has left. Elaine’s role will be split between Morgan and Trina. ○ Words to Deeds Conference is scheduled on November 15-16, 2018. ○ Save the Date was sent out a couple of weeks ago. Invitation only event. ○ Registration is not quite ready as venue is still TBD. Kit is working on securing a venue. ○ Curriculum Workgroup was formed. Their first call will be held next week. ○ Kit Wall would like to include Stepping Up as part of Day 2 line-up to showcase their Day in Action Toolkit to raise awareness on what the counties are doing to reduce the number of people incarcerated with mental illness. ○ Sponsorships to date are as follows: <ul style="list-style-type: none"> ▪ \$10,000 for J&J – Received ▪ \$10,000 for Otsuka – Solicitation sent ▪ \$10,000 for Alkermes – Solicitation sent ▪ \$20,000 for CHCF – Confirmed ▪ \$3,000 for CBHDA – Confirmed ▪ Netsmart – Solicitation sent ▪ Liberty Healthcare – Solicitation sent ▪ United Healthcare – Solicitation sent ▪ Verizon – Solicitation sent ▪ AT&T – Solicitation sent ▪ MHSOAC – Solicitation sent ▪ LA DMH – Solicitation sent ▪ CSAC – Confirmed for In-Kind Contribution (Printing Needs) 		<p>Trina and Ken will update the Board on the outcome of said discussion.</p>
<p><i>Board Retreat Planning</i></p> <ul style="list-style-type: none"> ○ Trina suggested we conduct our Fall Board Retreat in San Diego where we would potential move our rotating Annual Conference. Board members can actually join FMHAC to conduct site visits. We have a 		

<p>few venues in mind (Marriot Marquis, Marriott Gas Lamp Quarters, Westin San Diego). Dates need to be determined.</p> <ul style="list-style-type: none"> ○ Ken suggested we schedule a day and a half meeting. ○ Cynthia pointed out that traffic conditions be considered when identifying the start and end time. ○ Ken stated that the agenda will be similar to last year’s agenda. 		<p>Trina to send out a Doodle Poll to survey board availability.</p>
<p><i>FMHAC Phone Line</i></p> <ul style="list-style-type: none"> ○ Trina proposed to the board that we cancel our T-Mobile line and consider a third-party web-based phone service that Morgan suggested called “Sideline”. Sideline allows users to port their existing phone number. This will allow for both Morgan and Trina to use their existing personal cell phone for work purposes as well. There will be a separate ring tone for all work-related calls that will help identify all incoming calls. Also will be a cost-savings for FMHAC. ○ Cynthia stated that most, if not all of the services that Sideline provides, she gets for free using Google Voice. 		<p>Trina and Morgan to conduct additional research on pros and cons.</p>
<p><i>FMHAC Phone Line</i></p> <ul style="list-style-type: none"> ○ Trina Sam shared with the group his recent visit to Sacramento, joining Trina at the Access Coalition Meeting. He stated that they also roamed the halls of the Capitol and visited the offices of key legislators to do a brief introduction, invited them to keep in touch with us and to use FMHAC as a resource in the field of Forensic Mental Health. He plans to attend the next meeting scheduled in October. 		

D. Next Meeting

Trina will send a doodle poll to schedule the next meeting.

E. Adjournment

The meeting was adjourned by Ken Carabello at 5:41 p.m.

Final Version of Minutes submitted by Catherina Isidro on October 23, 2018.