

*Advancing the provision of mental health services to persons involved in the criminal justice system and providing educational opportunities to the professionals involved in the delivery of these services.*



*Board of Directors Meeting Minutes  
October 20, 2016 at 4:30 p.m.*

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**Location:** Teleconference

**Members Present:** Molly Willenbring, Cynthia Lermond, Jane Lovelle, Carrie Gustafson, Anna Kafka, and Morgan Grabau Dosskey and Sam Knudsen (present for half of the meeting)

**Members Absent:** Tom Granucci

**Opening:** A meeting of the FMHA Board of Directors was called to order at 4:34 p.m. on October 20, 2016 by Jane Lovelle.

#### **A. Approval of Agenda**

The agenda was sent to the members via email prior to the meeting. The Board approved the agenda.

#### **B. Approval of Minutes**

The minutes from the Board of Directors Meeting on September 16, 2016 were previously emailed for review. Jane put forth a motion to approve the minutes; Carrie seconded the motion. The Board voted to approve the motion.

### C. Open Issues

| <i>Agenda Item and Discussion</i>   | <i>Action/Outcome</i>   | <i>Follow-up</i>  |
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| <ul style="list-style-type: none"> <li>○ <i>New Event</i><br/>Molly explained that she was approached by Norbert Ralph of the Bay Area CCOSO regarding collaborating on a one-day training regarding juvenile sex offenders. It would likely take place in January in Northern California. FMHA would provide administrative and marketing support to the training. There wouldn't be much in the way of costs; instead it would mostly involve time on the part of Morgan and Molly who believe that the demands of this project can be easily met. This likely will not be a significant source of income per se, but the proceeds would be split with CCOSO.</li> </ul>                  | <p>The Board lent its support to proceeding with the proposed one-day training.</p> | <p>Molly and Morgan will proceed with this additional one-day training project.</p>   |
| <ul style="list-style-type: none"> <li>○ <i>One-Day Training Update</i><br/>Molly reported that the training in Northern California went well overall and the evaluations were largely positive. There were 70 attendees. Molly and Morgan, as well as Anna, will incorporate feedback into the southern training on October 24<sup>th</sup>.<br/>Judge Wong has stated that he cannot be a part of the video presentation should it make money for the Association. There was a discussion around having the video available for members as a benefit, without charging for the viewing.<br/>It looks at this point as though the Association will make money on the trainings.</li> </ul> |   | <p>Molly and Morgan will continue to prepare for the training on October 24<sup>th</sup>. Anna will prepare for the presentation.</p> |
| <ul style="list-style-type: none"> <li>○ <i>Words to Deeds Update</i><br/>Molly reported that W2D will be November 2<sup>nd</sup>-4<sup>th</sup> at CHP Headquarters. Molly has been working on getting the many presenters confirmed. Morgan will assist at the event and her pay will be subsidized by W2D.<br/>Molly reported that FMHA/W2D got awarded \$20K from the Board of State and Community Corrections. This involves reimbursement for particular costs over the course of 2 years.</li> </ul>   |   |   |

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| <ul style="list-style-type: none"> <li>○ <i>Conference Update</i><br/> <u>Presenters</u><br/> Molly reported that Kent Kiehl; is confirmed at \$4K. Most of the presenters are confirmed at this time and others are being finalized. Once that's complete, Molly will send out the announcements.</li> <li><u>Registration &amp; Advertising</u><br/> Registration is open and 5 people have already signed up. Molly encouraged the Board to send out the announcements to potential attendees.</li> <li><u>Bulk Mailing</u><br/> Molly reported that the cost would be \$1750 for 3000 mailers of postcard size in color to be printed and sent out. The postage would be \$450-\$750.</li> </ul> | <p>The Board supported moving forward with a bulk mailing.</p> | <p>Molly and Morgan will continue to confirm the presenters and make arrangements for the conference.</p> <p>Molly will work on streamlining the list of postcard recipients.</p> |
| <ul style="list-style-type: none"> <li>○ <i>Financial Update</i><br/> Molly encouraged the Board to review the financial update sent prior to this meeting and to follow up with her with any questions.</li> </ul>  |  | <p>The Board will spread the word regarding the conference.</p>   |
| <ul style="list-style-type: none"> <li>○ <i>Website Update</i><br/> Molly reported that she is speaking with the consultant about setting up the website and it appears that the items we want are all do-able at this point.</li> </ul>   |  | <p>Molly will update the Board on her progress with regard to the website.</p>  |

**D. Next Meeting**

The next Board of Directors meeting is tentatively scheduled for November 18, 2016 at 4:30 p.m.

**E. Adjournment**

The meeting was adjourned by Jane Lovelle at 5:30 p.m.

*Minutes submitted by Cynthia Lermond on October 20, 2016.*