

FORENSIC MENTAL HEALTH ASSOCIATION OF CALIFORNIA

Annual Retreat

The Cliffs Resort, Pismo Beach

May 12-14, 2010

Meeting Minutes

Opening:

The regular meeting of the FMHAC was called to order at 8:30 a.m. on May 13, 2010 by Molly Willenbring.

Present:

Ken Carabello, Mark Grabau, Molly Willenbring, David Polak, Munir Sewani, David Meyer, Ron Kaufman, Jennifer Rossi, Cynthia Lermond, Jane Lovelle, and Alison Stanley

A. Approval of Agenda

The agenda was unanimously approved as distributed.

B. Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

C. Open Issues

- 2010 Wrap Up
 - Conference
 - Reviewed conference evaluations
 - Addressed issues of marketing and expanding our base of members
 - Financial Report
 - Income short \$21K
 - Possible cuts to expenses: Call for papers, printed announcements
- 2010-2011 Budget
 - Income: \$140,230
 - Conference Tuition: \$93K
 - Donations: \$1200
 - Grants: \$5K
 - Interest: \$130

- Membership dues: \$24K
 - Merchandise: \$1K
 - Misc (college registration): \$1300
 - New Revenue: \$12500
 - Vendor tables: \$2100
 - Other income (credit card cash back bonus): \$210
- Expenses
- Accounting
 - Administration
 - Travel: increased to \$3K
 - Workers comp: all paid at \$662; increase to \$700
 - Bank and Merchant Credit Fees: \$1800
 - Board of Directors: remains the same at \$9K
 - CEU's: would like to provide for psych techs (BVNPT), increase to \$1400
 - Conference
 - A/V: remains at \$4300
 - Entertainment: remains at \$7K
 - Faculty honoraria: increase to \$10K
 - Faculty Lodging/food: remains at \$1200
 - Faculty travel: remains at \$2200
 - Meeting rooms: decrease to \$6000
 - Registration fees: remains at \$400
 - Supplies and materials: \$900
 - Health Insurance: budget increase to \$4800
 - Salary for Executive Director (ED): board votes to give ED a 3% cola increase
 - Lodging ED: increase to \$800
 - Meals ED: \$50
 - Payroll: increase to \$21/month = \$252/year
 - Taxes: \$350/mo=\$4200/year. Ron will take this over.
 - Training: remains at \$155
 - Equipment: \$0
 - D & O insurance: remains at \$1329
 - Internet: remains at \$275
 - Licenses and permits: remains at \$10
 - Member communications: remains at \$294
 - Merchandise expense: remains at \$1000
 - Office rent: increase to \$4800
 - Office supplies: decrease to \$1200
 - Planning committee: increase to \$3800
 - Postage: remains at \$2900
 - Printing: decrease to \$3100
 - Pub. Pol. Committee: \$100
 - Public Relations: remains at \$200

- Advertising: \$1K
 - Sales tax and filing: remains at \$180
 - Scholarships: remains at \$3650
 - Storage: \$0
 - Telephone: decrease to \$1150
 - Uncategorized expense: not budgeted
- Banking Forms
 - Bank of America form signed and submitted to Executive Director
 - New projects for 2010-2011
 - Ways to increase revenue sources
 - Marketing Plan: Molly to write a comprehensive marketing plan
 - Increase conference attendance: market to alienists (get lists from the AOC), federal parole, DA associations, VA
 - Molly to speak with Karen Moen for assistance in contacting AOC
 - Market research. Molly will call training directors of other agencies.
 - Outreach to Cal Psychological association, NASW, CAMFT
 - One day trainings, webinars, member-only web section, student chapters, psych tech CEU's
 - Ken to work with Molly on development of a spreadsheet for a financial analysis of all revenue generating ideas.
 - Motion to form a President's Council put forth, board votes unanimously in favor. Ken Carabello to head this council.
 - Words to Deeds
 - Originally, a seven-year venture of policy makers gathering to discuss relevant topics in forensic mental health resulting in actions steps taken at the county level.
 - Molly to speak with CSSA.
 - Ken makes a motion to have Molly explore FMHAC holding the Words to Deeds conference if it is fund neutral. Board votes in favor.
 - Planning Committee
 - Board approves selection of new planning committee.
 - 2010 Fall Newsletter
 - Articles due Monday, August 16, 2010.
 - Alliances with other organizations
 - Dave will follow-up with colleagues (i.e. attorneys and legal organizations) regarding interests/needs of his colleagues, particularly in the area of risk assessment as a step toward developing the legal track.
 - 2011 Conference Potential Presenters

- John Grishom might be available next year or the following year
- Charles Scott (wrap up, \$2000 plus expenses)
- Kent Kehill (\$3000)
- Reid Melloy (wrap up, \$3000 plus expenses)
- Robert Hare (opening speaker, no charge, extended hotel stay, will link our website to his). Molly will follow-up regarding contract and paperwork.
- Richard Rogers (malingering, all day workshop, \$3000)
- Steve Behnke (three hour training) might not be available for conference. If not, he will recommend a colleague
- Phil Erdberg (Rorschach)
- Besel Van der Kolk (trauma, wrap up speaker)
- Tim Brennan (COMPAS)
- Erwin Chimerinski, Dean of UCI Law School, Constitutional Law
 - Possibly present with Phil Erdberg on the Melissa Huckabee case
 - Dave will make contact with Melissa Huckabee attorneys
 - Mark suggested Gardner and Guarido cases being examined/presented
- Bill Alvarez and Ron Metz (correctional captain), Coleman Court Monitors
- Morgan Samons (prescribing medication as psychologists)
 - Allison and Ken will have conference call with Mr. Samons
 - Chuck Faltz, chief of CPA, present with Samons, allows for alliance with CPA
 - Ken will meet with Karen Aungst of CDCR regarding prescribing issue, might increase CDCR enrollment at conference
- Paul Eckman (detection of lying, “Lie to Me”)
- Ellen Sachs (keynote speaker) Dave will speak to her.
- Glenn Close (keynote speaker) Allison will make contact.
- Steve Mayberg (Mark will make contact) and Matthew Cate
- Jane will talk to Hare about someone doing the PCL-SV
- Clinical supervision/clinical authority might be a good mini-conference
- Jane will contact Adam Goldyne, Dr. Villela, Eric Woodard, Steve Berman, Craig Haney

<i>Opening</i>	<i>Keynote</i>	<i>All Day</i>	<i>Wrap-Up</i>	<i>Additional Time</i>
Hare	Sachs	Rogers	Van der Kolk	Behnke
	Cate		Scott	
	Mayberg			

- 2010 Conference Theme
 - The board voted unanimously in favor of “Mental Health and the Law: An in-depth look at the evidence”.
- Save the Date
 - Molly will send out a “Save the Date” with confirmed speakers by June 2010.
- Call for Papers
 - Molly will send out a call for papers in July 2010.

- Molly will send out a calendar timeline of upcoming actions.
- Membership/Registration Pricing
 - The board voted unanimously in favor of keeping the membership and registration prices the same.
- CONREP Meeting/Training
 - If CONREP doesn't have a pre-conference, the board will consider increasing CEU's, by providing additional presentations Wednesday morning and/or Friday afternoon based upon speaker availability.
- Reception Dinner
 - Molly suggested including a meal in the welcome/housekeeping/award/keynote meeting just prior to the keynote speech.
 - Molly will look into a sponsor for this event. Drug companies will be approached.
 - Dave suggested contact with big companies for sponsorship.
- Acknowledgements
 - Ken expressed what a wonderful experience he has had on the board, working with such extraordinary people. He will continue to be supportive of the organization.
 - David echoed Ken's sentiments.
 - Munir thanked the board for letting him serve on the board. Acknowledged the efforts of his committee, particularly Jane and Allison and Jim. He acknowledged how great Molly has been in keeping things on track.
 - Molly thanked the members who are leaving for their work and ongoing dedication.
 - Mark acknowledged the work of the exiting board members and their dedication to the work. Jennie expressed her gratitude for the opportunity to work on the board and for all that she has learned.
- Individual Board Member Meetings
 - Ken and Mark / Munir and Alison / David and Jane / Jennie and Cindy

D. Next Meeting

The next general conference call will be on July 19, 2010 from 1:30 p.m. to 3:30 p.m.

E. Adjournment

Meeting was adjourned at 12:00 p.m. by Mark Grabau.

Minutes submitted by: Jennifer Rossi and Cynthia Lermond