

**FORENSIC MENTAL HEALTH ASSOCIATION OF CALIFORNIA
BOARD OF DIRECTORS MEETING**

January 30, 2004

Teleconference

MEMBERS PRESENT: JOAN CAIRNS, JOEL FAY, HARRY GOLDBERG,
CARRIE GUSTAFSON, DAVID M. POLAK, JO C.
ROBINSON, CYNTHIA SHACKELFORD, JUDITH
TIKTINSKY

MEMBERS ABSENT: None

I. CALL TO ORDER

The meeting was called to order at 10:10 am, by Harry Goldberg. The minutes of December 4-5, 2003, were approved by acclimation.

II. DIRECTOR OF CONFERENCE REPORT

Joan inquired about the newsletter. Harry reported it has not gone out yet. Registration for the conference is down and we need to encourage attendees to stay on grounds. The disc jockey is secured and the social is scheduled. The conference brochures are done. The conference schedule is also on the website. The speaker contracts have been completed. Joan is coordinating the speaker book sales. Joan is also coordinating board volunteer sign-ups and dinner with the key-note speaker.

III. PRESIDENT'S REPORT

The newsletter is late this year, due to unforeseen technicalities. Harry reports that he contacted Alisa Dunn and Grant Ute who have agreed to assist in compiling a historical narrative for our by-laws. We discussed the awards. Emily Keram was the nominee for the Rossiter Award, and Gil Abdalian was the nominee for the Chris West Award. Both were approved unanimously.

IV. VICE-PRESIDENT'S REPORT

We are now an official member of the California Coalition for Mental Health. Their current focus is the mental health initiative. Enough signatures should be collected for it to be placed on the ballot this Fall. Judith will work on information to place on our website related to the initiative after the conference. Judith suggested we send a mailing to the other organizations in the coalition to give them information about the association and the conference.

Our sponsors include AstraZenica, Eli Lilly, Janssen, C.H.E., California dept. of Corrections, Liberty Health Care, Dante Rosette, Bristol Meyers and Richard Lewis. David will help set up the sponsors in Merrill Hall.

Judith has all the merchandise orders completed and will bring them to the conference. It is too late to change the logo for the coffee mug. We agreed on merchandise costs: \$30 for the vest, \$35 for the jacket and \$15 for the coffee mug.

V. TREASURER'S REPORT

Carrie reports that our assets have decreased. However, that includes up-front money for this fiscal year. Expenses for this year will look about the same as last year. Carrie addressed her concerns that we should have an independent audit done this year. Carrie and Jo are completing her updates to the policy and procedure manual and will be emailing them to the board.

VI. SECRETARY'S REPORT

Cynthia is cleaning up the data base and updating membership information. We discussed that some of the committee members may not be current members of the association. Each board member responsible for respective committees will follow up on this. Jo Robinson will be running for another term as director of education. Joel reports that Miles Cramer will be submitting his nomination for secretary. Ken Carabello may be interested in the director of conference position.

VII. DIRECTOR OF EDUCATION'S REPORT

Alliant, Saybrook, Cal. State Los Angeles and San Jose State University are schools that Jo has contacted to inform them of our revised student scholarship procedures. Jo will be announcing the awards for conference scholarships the first week of March. Continuing ed. credits for the workshops at the conference are in place. Joel has volunteered to be the consulting psychologist for MCEP credits.

VIII. ADMINISTRATIVE DIRECTOR'S REPORT

Cynthia reports that the 501(h) has been filed. The directors and officers insurance and workers compensation packets have been mailed to each board member to complete. Cynthia is working on volunteer help from local schools to assist with sorting and mailing activities. Joan and Cynthia will make adjustments to the schedule for STC approved workshops with some scheduling changes. Cynthia will take care of all lodging arrangements for the board.

X. ADJOURNMENT

The meeting was adjourned at 12:00 pm. The next meeting will be March 16th, at 3:00 pm.