**EXECUTIVE COMMITTEE MEETING NOTES**  
**WEDNESDAY, MARCH 7, 2012**

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<td>Susie Trujillo, Family Member</td>
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Notes taken by Letty Rutledge (on Benadryl)

Introductions were made.

**MINUTES EXEC COMM, FEBRUARY 1, 2012**  
CHRIS
Approved by Jeff, seconded by Lisa; All said aye – passed.

**STATUTORY SUBCOMMITTEES:**
**REMINDERS / ANNOUNCEMENTS / OTHER:**  
CHRIS
Donna Kipp resigned from the BHPC and the NASC.
Chris will remind subcommittee that the BHPC is an advisory body; its product is advise.
May is Mental Health Month; 3rd wk of may = Prevention Week.

**NA-SC**  
KIM HORAN
Kim was recently appointed as Secretary Allison’s proxy; a planning committee met last week to discuss the role of the planning committee. Currently, the intent is that this committee will represent all 5 Native American local collaboratives; will help to plan meeting agendas and review and make recommendations for the budget; committee had made suggestion that the co chair of the NASC be a current non BHPC acting representative until such a time when new appointments are made to the BHPC.
Discussion ensued regarding the BHPC bylaws and next steps. Chris will address this issue at the March 16 NASC meeting. In the meantime, Linda Homer will be notified about Donna’s resignation. Currently, Donna’s name has been submitted to the Governor’s office for reappointment.

CA-SC  
JEFF / LISA  
Continued discussion about the children’s mapping project; ideas on how to proceed included that the CASC work with the 3 System of Care anchor sites, or use the LC 6 data was submitted for the ASASC mapping project, or ask CSAs to help, or consider putting the project on hold.

A/SA-SC  
KAREN, CAROL, CINDY  
Focusing on the 8 dimensions of wellness; will focus on one at each of the meetings; each LC could work on any one of the dimensions and LCs could learn from each other;  
March - Emotional  
April - Physical  
May - Spiritual  
June - Intellectual  
July - Occupational  
August - Financial  
Sept - Environmental  

Action: Ask Patricia to write an article for In the Know about how LC4 is using the 8 Dimensions in the work they are doing.

M-SC  
KIM / ANGIE  
EC met last week to discuss how to merge the MSC into the other SCs; Carol attended her first MAC meeting as the BHPC representative; In appreciation of the time Gail Falconer spent on the MSC, the BHPC will give her a thank you card.  

Chris submitted a written proposal based on the meeting last week on how the MSC will be folded into the other SCs. The MSC will be folded into the ASASC meeting until June 30.  
New membership rosters will happen in July;  
Need to cross reference MSC members with the other SC to see where members will be distributed; Kim Carter will continue to formally chair the SC. A Review Team: representing each of the SC including Chris, Carol as MAC rep, and Kim Carter and Teresa Ballenger will work on how this is working and how to move forward. Will institute changes as needed in July.  
Letty will ask Carol if she can send out Carol’s MAC report.  

Motion to accept recommendations; Karen moved to approve, Jeff seconded; all in favor- passed.

AD HOC SUBCOMMITTEES:  
FINANCE  
Chris  
The Finance Committee agreed to move money around from operational and misc into SC budgets.  
FY13 budget conversations will be coming up soon, will bring to EC in May for adoption. Finalized in June by EC and will be presented to full council in June meeting.
The finance committee also agreed to provide a small reimbursement to volunteers on the Community Reinvestment Proposal Review Team. The EC will vote for this electronically over the next few days. The recommendation made is as follows:
10 reviewers (2-4 BHPC, 6 LCs)
Mileage to nearest video conference location
$10 an hr to attend meetings
$50 stipend to read proposals

**Finance sc – cancel MARCH meeting!**

**BHPC AGENDA**

Add Patricia – 45 minutes to show video
EC approved the agenda as written except to add time for the orientation information.

**UPDATES:**

**ORIENTATION MANUAL / VIDEO**

Video has been completed; will be mailed to EC members if they would like to review. Manual is near completion; a few sections need to be updated.

**MAC UPDATE (MEETING 3/5/12)**

Carol submitted report on the last MAC meeting she attended. MAC’s name card says LifeLink- it should say BHPC first and then LifeLink. Chris will ask that the name card be changed for the next MAC meeting.

**BH DAY / SUMMIT**

NEXT YEAR
Positive experience overall; for next year, Chris suggested that the summit provide parallel tracks - one for providers and one for consumers and family members; CEUs could be provided for the providers on ethics or cultural competency. Planning needs to begin soon.

**CHAIR AND CO-CHAIR – NOMINATIONS**

Nominations have been submitted; Letty will send out one more request for nominations. Close by 15th of May. Will send out email reminders in March, April and May.

**COMMUNITY REINVESTMENT PROCESS**

Email went out by Chris to address concerns and misinformation. Chris identified changes from learning experience last year; This year families were added; 6 regional reps; 2-3 BHPC members will make the recommendations to OHNM who will make the final decision.

Letty will send email to all lc reps of the scs, to remind them that they must go through their LC if they want to be on the review team.

**OTHER:**

**SUBCOMMITTEE MEMBER’S BEHAVIOR - CODE OF CONDUCT**

Chris will tell the BHPC in March that we are working on a code of conduct form. Chris asked the EC to review the document she provided and give her thoughtful suggestions on what could be added to make it a good product. Might ask the NASC and other SCs for input.

Final document: June.
COLLABORATIVE REPORT - APRIL
Will include information on the Mapping Project, BH Day and the Summit, orientation materials and Community Reinvestment.

CONGRATULATIONS CARD - SEN PAPEN
Article in El Paso times – legislator of the year: BHPC will send a congratulation card to the senator.

“NO EXCEPTIONS” VIDEO
Developed in conjunction with SB56; Gov Martinez had a press release on this;

It was suggested that the BHPC send a formal letter of appreciation to Harrison and Pamela for their work on the DVD; and also to Chris Schulyer, who produced the DVD.

Jeff asked if the BHPC would respond to Centennial Care? Chris will ask the EC to respond (half of the members are absent today) but also ask Linda for direction on whether or not this would be appropriate.