

Western Service Area Authority (WSAA) Board Meeting

Tuesday, May 23, 2017 • 10:00 a.m. to 1:00 p.m.

Western Montana Mental Health Center

1321 Wyoming St., Room 102, Missoula, Montana

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PRESENT: (Board Members – for quorum): Sylvia Carollo, Monique Casbeer (by phone, joined @ 12:15pm ), David Cockrell, Brenda Desmond, Leah Furlong, Chris Glines, Rick Hartz, Katherine Isaacson, Denelle Pappier, Courtney Rudbach (by phone), Dawn Sandberg, Douglas Schimmel, Pete Snyder, Geri Stewart, Tyler Steinebach (by phone, joined @ noon), Stacey Wheeler.

(Board Advisors from AMDD): Vicky Varichak.

(Members/ Guests): Alex Clayson (Recovery Coach, Sunburst)

Convened at 10:05 a.m. – Telephone conference call initiated through poly-com.

A. Welcome / Introductions / Announcements — Chris Glines, Chair

1. Secretary Denelle Pappier announced that her 26 year old son Jordan passed away on May 6, 2017 from suicide. She is understandably devastated but determined to make something positive come out of this terrible situation. She expressed her appreciation for the caring support showed by members and friends. A GoFundMe campaign has been created to help her cover expenses of Jordan’s cremation, etc. Online: <https://www.gofundme.com/jordanpappier/>.

2. Missoula “Out of the Darkness” Walk to Fight Suicide – Community Walk, Saturday, September 9, 2017 at noon at McCormick Park. Register at [afsp.org/Missoula/](http://afsp.org/Missoula/). Also, Project Tomorrow aims to reduce MT’s suicide rate through education, awareness, training, intervention, prevention, and recovery. [ProjectTomorrowMT.org/](http://ProjectTomorrowMT.org/). Suicide Prevention Lifeline: 1-800-273-TALK.

Pete: Survivor’s Day, the Saturday before Thanksgiving, will begin preplanning talks soon.

3. Big Sky Behavioral Health Summit, Dillon, MT – Beaverhead Co. LAC will co-host first annual Big Sky Behavioral Health Summit on September 6, 7 (W/Th); held at UM campus in Dillon; 13 CEUs avail.; will include various recognized speakers, incl. MH Advocate Jesse Close (Glenn Close’s sister) as Keynote Speaker. Registration \$100 before July 1st; \$125 thereafter. Online site for more details: <https://bvhdllac.eventbrite.com/>.

4. Stacey: WInds of Change PSS Grant funded WRAP trainings (Basic WRAP was done in May); Facilitator Training in June (5 days, week of 6/19) still has space available. All costs covered (except mileage). Contact Stacey at 406-721-2038, ext. 248.

B. Secretary’s Report — Denelle Pappier

**MOTION:** Rick/Sylvia. To approve April 25, 2017 board minutes as amended with Treasurer’s information. PASS.

D. Treasurer’s Report — Katherine Isaacson

|                                          |                                                                                |
|------------------------------------------|--------------------------------------------------------------------------------|
| April Expenses<br>(lodging not recorded) | \$409.81 mileage<br>(\$108.99 lodging)<br>\$39.32 meals<br>\$525.00 contracted |
| Total Expenses                           | \$974.13                                                                       |
| Balance 04/30/17                         | \$11,582.59                                                                    |

Discussion of current financial status. Just received last draw from the state to total our annual \$25,000 funding. Sanders County wasn’t active in 2016 and Katherine received back the LAC checks totalling \$800. Despite Vicky’s efforts to support them, they have not established a bank account or established a connection with WSAA. We require a minimum of participation in order to be considered an active LAC. Discussion of how to manage the \$800.00 amount (2016 LAC stipend of \$300, plus a one-time stipend

of \$500). Suggestion to send a formal letter of support and encouragement to those who are trying to keep up with LAC activities/requirements. Primarily, those are providers (hence their monthly meeting is at 8:30am to accommodate work schedules). Consider reissuing the money if they can establish a bank account with a responsible LAC representative (fiduciary agent) by the end of this fiscal year. Katherine will call LAC Rep. Shelby Zenahlik to discuss this stipulation; Chris will write a letter.

**MOTION:** Pete/Geri. To reissue that \$800 funding to Sanders County LAC if they establish a dedicated bank account by June 30, 2017 having received a letter from WSAA Chair to explain and offer support. If that action is not accomplished, to then incorporate that money back into our coffers to be used for the good of the WSAA in general. PASS.

Balance remaining in our account needs to be expended by end of FY. Katherine's suggestion is to take that balance and split it evenly between the active LACs to bring down our balance to zero by year end (June 30, 2017). After funding grants, we'll have approximately \$2000 available to expend within allowable parameters. Statute gives some guidance of what is/isn't allowed. (No political activities, lobbying, personal gain, etc.) Perhaps buy phone or gas cards to allow LACs to offer those as incentive to have people attend their county's LAC meetings; hold a monthly drawing for one card per month. Could give the money to LACs (approx. \$315) with stipulation of how it should be spent (suggestions: conference registration, application fees, medication co-pays, reward cards for incentives (gas/food/phone), etc.).

**MOTION:** Pete/Katherine. To evenly divide the remaining balance after funding grants and May/June expenses between active LACs with suggestions for how to best expend that fund for their members' best benefit. Resources to be used in accordance with the statutory purposes of the SAA/LAC.

Need to determine how to notify LACs of this news

E. Local Advisory Council (LAC) Reports — LAC Representatives

**(Beaverhead Co., Flathead Co., Lake Co., Lincoln Co., Madison Co., Mineral Co., Missoula Co., Ravalli Co., Sanders Co., Silver Bow Co., Pintler: (Deer Lodge & Granite counties)**

1. Beaverhead Co./Dillon (Rick) — Continue working on the Big Sky Behavioral Health Summit September. Had MHFA presentation last week; attended by @60 people.

2. Flathead Co./Kalispell (Susan) — Leah: Susan attended WRAP training yesterday. Raised money with last Saturday's Amazing Race (benefits Sunburst's crisis fund); several large community donations. No LAC meeting news. Looking at problem of homelessness in county; MHAM: MHC held art show.

3. Lake Co./Polson (Douglas) — Working to grow numbers of attendees at LAC meetings. Discussion of what area we need to improve on in MH services in their county.

4. Lincoln Co./Libby (Chris) — No report.

5. Madison Co./Virginia City (Jim/Doris) — Not present to report.

6. Mineral Co./Superior (Dawn) — Wrote an open letter on Jails Formulary problem, including a spreadsheet of authorized medications; sent by email to board members before today's meeting. Will discuss later in today's agenda. MHAM: local hospital held health fair, LAC participated for information, awareness, membership drive; had some interest from attendees.

7. Missoula Co./Missoula (David) — Attended by 5 members. Looking for speaker at their meeting (i.e., policies on Medicaid). Shared a topical letter to editor. Discussed ways to help members (e.g., application fees, phone cards, etc.) Planning their annual summer Party in the Park (Thursday, July 20, 12-2pm) in Franklin Park, Missoula. Will have gift bags and Big Dipper ice cream truck for free cones.

8. Ravalli Co./Hamilton (Jenny/Denelle) — No meeting in May. Plans to hold an activity for MHAM were not pursued due to Denelle's personal emergency of losing her son on May 6th. Still in negotiations with Summit ILC to use their meeting room for LAC meetings.

9. Sanders Co./Plains (Shelby) — Not present to report.

10. Silver Bow Co./Butte (Karen) — Not present to report.

11. "Pintler" (Deer Lodge & Granite counties)/Anaconda (Charlotte) — Not present to report.

F. AMDD Report — CPO Vicky Varichak

No news since last month. Personnel in Helena still struggling to get oriented to how to make AMDD work well proactively. Melissa Higgins is the new Community Resources Supervisor (previously position held by Carrie Lutkehus). Due to budget shortfall within DPHHS, each division has to sacrifice something to the end of the fiscal year. AMDD chose to eliminate travel reimbursement for all staff; but that should be lifted after June 30, 2016, with beginning of new fiscal year.

Chris (WSAA), Janice (ESAA) & CSAA chair had phone call meeting with Melissa to explain how SAAs work and why we need to meet physically in order to network and be productive. Therefore, no continued

need to write a letter to express this concern. SAA Summits are supposed to be held quarterly; last meeting was 10/2016 and AMDD representation was not present even then. There seems to be a barrier to figuring out how to effectively work together. Melissa requested some method of tracking our expenses; that's what the report are to accomplish (should be standardized between SAAs).

G WSAA Committee Updates —

1. Jail Formulary Committee — Dawn Sandberg (CMTE: Tyler, Dawn, Geri, Monique, Rena)

Dawn presented an open letter that was written by members of the Mineral Co. LAC. (Was emailed to WSAA members before today's meeting.) Need to know who to send it to: providers who could weigh in on suggested recommended formulary. Could solicit letters of support for standardized state formulary. Ask to have LAC Reps take to their known providers in local counties to gather feedback/input. Tyler is pursuing getting input, initially in Mineral County, then state-wide (perhaps through phone contact). Should include communication with MT Pharmacy Board, pharmaceutical reps, psychiatric providers, Sheriffs/LEAs, etc. Tyler is targeting a meeting on July 7th for discussion on this topic.

2. Legislature — Stacey: Provided list of the disposition of the mental health-related bills from 2017 Legislative session, which was emailed to board members before this meeting. There will be comment periods before implementation, she will keep us notified as that progresses. Deferred further discussion.

H. NEW BUSINESS:

1. Fiscal Year 2017 Mini-Grant Applicants —

- a. Sykes Pharmacy Medication Assistance Program/ Doyle — Requested \$600.
- b. Bitterroot MH Prescription Assistance Fund/ Pappier — Requested \$1500.
- c. DBSA/Superior Support Group/ Sandberg — Requested \$1015.
- d. Missoula Library MH Collection/ Casbeer — Requested \$500. Concern expressed that she hasn't yet expended the grant from FY'16 to establish Asperger's Library Collection; hasn't even compiled a list of recommended titles (that could be taken to other local county libraries for suggested purchase).
- e. Recovery International Missoula 2017/ Casbeer — Requested \$1500. Concern expressed that she hasn't yet expended the grant from FY'16 with sending promised mileage reimbursement to meeting facilitator Charlotte Moran.
- f. Sunburst Life & Social Skills Classes/ Baldwin — Requested \$1500.

**MOTION:** Brenda/Rick. To authorize Treasurer Katherine Isaacson to send contracts to the grant applicants as approved by the WSAA board to fully fund all applicants of their requested amount. And to attach a required reporting forms with the contracts send to applicants. PASS.

Discussed need to create requirements for mid-year and end-year reporting contents; what do we require to know about how they expended the money entrusted to them. CSAA and ESAA should have examples of their reporting forms/outlines. Denelle will create an outline to accompany contracts that are sent to grant recipients. Should include with next year's grant opportunity, a stipulation to create a report/ presentation to be shared with other LACs to allow replication of good ideas. (Which may include travel costs to present to a neighboring LAC). We also want to create a training opportunity for learning grant writing for consumers/public people. More discussion of these ideas to implement in FY'17 or beyond.

Adjourned at 12:50 p.m.

Next meeting: **Tuesday, June 27, 2017, 10:00am-1:00pm** (at WMMHC in Missoula)

Submitted by: Denelle Pappier, WSAA Secretary  
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ACRONYMS GLOSSARY:

AMDD	Addictions & Mental Disorders Division	LEA	Law Enforc. Agency	PSS	Peer Support Specialist
CMTE	Committee (<i>not acronym!</i>)	MH	Mental Health	SAA	Service Area Authority
CLO	Community Liaison Officer	MHAM	Mental Health Awareness Month (May)	SDMI	Severely-Disabling Mental Illness
CPO	Community Program Officer	MHC	Mental Health Center	SUD	Substance Use Disorder
DBSA	Depression & Bipolar Support Alliance	MHFA	MH First Aid training	TBD	To be determined
DPHHS	Dept. of Public Health & Human Services	MHOAC	MH Oversight Advisory Council	WMMHC	Western Montana MHC
FY	Fiscal Year (<i>July to June</i>)	MI	Mental Illness	WOC	Winds of Change MHC
LAC	Local Advisory Council	MOU	Memo. of Understanding	WSAA	Western Service Area Authority
		MSH	Montana State Hospital		
		NAMI	National Alliance on Mental Illness		