

**Western Service Area Authority (WSAA) Board Meeting**  
**Wednesday, May 13, 2020 • 10:00 a.m. to 1:00 p.m.**  
**Online and Teleconference Only**

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PRESENT: (Board Members – for quorum): Tyler Steinebach, Stacey Wheeler, Denelle Pappier; Rena Ayres, Sylvia Carollo (☎ by phone, left early), Monique Casbeer.

(Board Advisors from AMDD): (none)

(Members/ Guests): Laurie Pope (Igniting Hope PSS)

Convened at 10:15 a.m. – Tele-conference call initiated.

A. Welcome / Introductions / Announcements — Tyler Steinebach, Acting Chairperson

1. Connected to our new tele-conference option through GoogleMeet. [THE ID CODE WILL CHANGE EACH MONTH; WE WILL SEND IT OUT BY EMAIL BEFORE THE MEETING.] Join the conference online in May: join with GoogleMeet: [meet.google.com/ajf-xshm-izu](https://meet.google.com/ajf-xshm-izu)  
Join by Telephone: 225-414-2287 (PIN: 537055456).

2. ANNOUNCEMENTS:

a. Tyler: Met with AMDD & SAA chairs; “not much is happening” due to COVID19 quarantine, but good to keep in touch with everyone. Discussed some issues related to quarantine (e.g., Medicaid continues for those eligible).

b. MPN has held lots of training: free, with membership (which is also free). Go to: <https://mtpeernetwork.org>

c. NAMI-MT, June 8, 5-6:30p, virtual annual meeting. [[www.namimt.org](http://www.namimt.org)]

d. Missoula Library is getting ready to open new building @ August 1st.

e. Discussion/Consensus: When do we want to resume in-person meetings? Will take off month of June with no meeting and see where quarantine is in July. Tyler will post on our website that we will not meeting in June.

B. Secretary’s Report — Denelle Pappier

Approve 04/08/2020 board meeting minutes — deferred motion for lack of quorum

C. Treasurer’s Report — Kari Auclair (not present)

D. AMDD Report — Jami Hansen (AMDD Bureau Chief)

(No monthly status report received by email) —

E. SAA Summit Report (virtual meeting or AMDD office, Helena?)

To be held: June ?. Topics: Contracts with AMDD. Stacey reviewed the contract and has only a few areas that might need some discussion by the board.

F. OLD BUSINESS

1. By-Laws Committee Report —

Tyler has posted a proposal on our website for the required 30 day public comment period. Will leave up until the vote at the July board meeting.

Recommendations: 1) (section 6.14.1) Board Quorum: based only on seats that are filled. 2) (sect. 6.4) Term Limits: difficult to enforce; remove limits for elected directors. 3) (sect. 7) Add term limits for officers (up to 3 consecutive terms, then one year off); Fiduciary agent (WMMHC) will determine our liaison as our Treasurer. 4) (sect. 6.9.1) Meeting: a majority of directors may change meeting date/details with 60 days notice.

Post these online and send out to members after this meeting: Proposals as above.

Also, discussed minimal changes: (sect. 6.2) Qualification of Directors. Ensure that each LAC has Representative and Alternate Rep. Change representation of specifically WMMHC to any Mental Health Center. (sect 6.10) Special Board meetings: call by authority of two board

members or the chairperson. (sect. 6.11) Virtual/Telephonic Board Meetings. To handle any reference to telephonic as also meaning virtual. (sect. 6.12) Notice for Special Board Meeting: clarify that chair or secretary is responsible to get the word out. (sect. 10.1) Authority to Sign (checks and legal documents): If over \$750, needs two signatories (board officers) on our purchase order form. If under \$750, can be signed by single officer or designee. Tyler will email these sections to Denelle to send out to board.

2. Data Records Request — Stacey and Tyler have been receiving some reports of statistics, which is sent on by email to board directors. If we have a specific person to track, we would need to submit their name. The trend is that state hospitals are tending to have more forensic patients than non-forensic (e.g., MH, co-occurring, group homes). Tyler has received some reports from LEAs in Missoula Co.

3. Legislative Priorities (LP) — Stacey noted that it appears we've met most of our previously-identified top legislative priorities. We need to hold a discussion to determine current needs: Housing solutions is still number 1 across the state (i.e., safe, affordable). It's been difficult getting responses from legislators; things should start picking up soon. Tyler will call a LP Committee meeting (probably In July).

4. Reallocation of LACs within SAAs — Tyler has emailed with Charles; it's been difficult to get responses from agencies; he's still working on it. CSAA must be willing to take the LACs that want to switch; they've asked that WSAA provide some funding to support them during the balance of this fiscal year. AMDD is fine with whatever we decide; probably need to make the changes in concert with the fiscal year contracts for 2021.

5. WSAA funding "scholarships" for Peer Support Specialist (PSS) Certification — Peer Support Specialist (PSS) Scholarships interest will be accepted with our mini-grants program. Will discuss more at July board meeting.

6. Letter to Stakeholders/Invite to WSAA — Tyler wrote a draft letter and will send it by email to the directors for their comments and input.

#### G. NEW BUSINESS

1. Confirmation of LAC Reps/Alts — No new members to confirm.

2. Change WSAA mini-grants timeline — To keep in line with the new fiscal year that ends 09/30/2020, the board agreed to adapt our requirements of deadlines to represent the new time line. 1) E-mail Notice of Intent to Apply – Friday, July 24, 2020, 5pm; 2) Application Submission – Friday, August 7, 2020, 5pm; 3) Determination to Award Funding – Wednesday, September 9, 2020 (at the monthly board meeting).

3. Request for Letter of Support — MPN representative Ashley (?) has approached the Montana Behavioral Health Board to ask for a seat on their board to represent PSS; the board is having a virtual meeting on Friday. She needs letters of support; also, a legislative sponsor. The WSAA board has not had an opportunity (quorum) to vote on the issue of our support. We can expect to get that before Legislative Session in 2021, by virtual email vote. Recommended to also request support from CSAA and ESAA.

H. 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) — Not present to report.

2. Flathead Co./Kalispell (Courtney) — Not present to report.

3. Lake Co./Polson (Douglas) — Not present to report.

4. Lincoln Co./Libby (vacant) — Currently inactive.

5. Madison Co./Virginia City (vacant) — Not present to report.
6. Mineral Co./Superior (Dawn) — Not present to report.
7. Missoula Co./Missoula (Sylvia/David) — No meeting in April.
8. Ravalli Co./Hamilton (Denelle) — No meeting in April.
9. Sanders Co./Plains (Vicky C.) — Not present to report.
10. Silver Bow Co./Butte (Katrena) — Not present to report.
11. "Pintler" (Deer Lodge & Granite counties)/Anaconda (vacant) — Currently inactive.

Adjourn: 11:35am

**Next meeting: Wednesday, July 8, 10:00am-1:00pm** (No meeting in June)

Submitted by: Denelle Pappier, WSAA Secretary (406-363-1311 / [Denelle406@gmail.com](mailto:Denelle406@gmail.com))

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ACRONYMS GLOSSARY:

AMDD Addictions & Mental Disorders Division	ESAA Eastern Service Area Auth.	Community Treatment
BH Behavioral Health	FY Fiscal Year ( <i>July to June</i> )	PATH People Assisting The Homeless
BHAM Behavioral Health Alliance of Montana	LAC Local Advisory Council	PSS Peer Support Specialist
CBPRS Community-Based Psychiatric Rehabilitative Support	LEA Law Enforcement Agency	PT Project Tomorrow
CIT Crisis Intervention Team	MH Mental Health	QPR Question, Persuade, Refer
CM Case Management	MHAM Mental Health Awareness Month (May)	SAA Service Area Authority
CLO Community Liaison Officer	MHC Mental Health Center	SDMI Severely-Disabling Mental Illness
CPO Community Program Officer	MHFA MH First Aid training	SHIP State Health Improvement Plan
CSAA Central Service Area Authority	MHOAC MH Oversight Advisory Council	SILC Statewide Independent Living Council
DPHHS Dept. of Public Health & Human Services	MI Mental Illness	SUD Substance Use Disorder
	MOU Memorandum of Understanding	TBD "To be determined"
	MPN Montana Peer Network	WMMHC Western Montana MHC
	MSH Montana State Hospital	WSAA Western Service Area Authority
	NAMI National Alliance on Mental Illness	
	PACT Program for Assertive	

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