

Governance Committee Meeting Minutes

Wednesday, July 21, 2021

Present

Voting Members/Alternate Governance Committee Members: Liz Gronert, Pat Dale, Maureen Smith Seiwert, Krista Phillips, Adesola Oni, Angela Watts, Cindy Slowiak, Meredith Martinez, Karen Malka, Wendy Webster, Nita Kumar, Jenna Mitchler, Tonya Allen, Liz Franklin

CMHC Coordination Team: Laura LaCroix-Dalluhn, Margaret Sullivan, Cheryl Holm-Hansen

Guests: Raven Baker, Molly Coyne, Rachel Harris, Emily LaCroix-Dalluhn

Approval of Meeting Minutes & Agenda

- Angela motions to approve June meeting minutes. Nita seconds. No opposed, motion approved.
- Krista motions to approve agenda as submitted. Maureen seconds. No opposed, motion approved.

Bylaws Updates and Amendments

- Laura: Provides the Governance Committee a brief update of the changes made in in the Collaborative Bylaws. Updating the Bylaws to reflect the new number of designated voting members. Pauses to see if anyone has questions of Article One.
- Krista: Asks about Section 5 language in Article 1.
- Laura: Responds she can add the language if the Committee believes it will add more clarity. Asks Liz if she believes the language change would add more clarity.
- Liz: Asks If the change of language would require the Bylaws to be reviewed again.
- Laura: States it would need to be reviewed again.
- Debby: Provides another language edit.
- Laura makes the correction to the error.
- Laura: continues to go over the edits to Article Two and Three of the Collaborative Bylaws. No one in the Committee has questions or comments about the changes to the Bylaws.
- Maureen motions to approve the changes of the Bylaws. Pat seconds. No opposed, motion approved. Voting yes: Meredith, Liz, Krista, Aric, Liz, Cindy, Tonya, Jenna. Maureen, Angela, Karen, Pat, Adesola, & Nita.

Voting Members & Alternates

- Laura: Reviews with the Committee current voting members and alternates. Sharing with the Committee that there are three new spots and shows the gaps where alternates need to be fill in the 2021 Roster. Asks the Committee to view Voting Roster” provided in the meeting minutes and respond individually on people to full open roster positions. Shares excitement to the Committee on the ability to expand the Collaborative’s voting members.
- Maureen: Shares with the Committee her plan to retire in November of this year and states she would find a replacement before that.
- Laura: Asks the Committee for suggestions on what the best way to help providers fill in their alternate voting positions, and other ways to reach out to those who are not currently engaged with the Collaborative.
- Liz F: Asks for more information, so she can discuss with providers.
- Aric: Asks what are the gaps are we wanting to fill?

- Laura: Responds, asking if the recruitment subcommittee to work on providing, providers more information on how to engage more and fill in our gaps.
- Recruitment Subcommittee agrees.

Fiscal Sponsorship Agreement

- Pat: We are formalizing a new working relationship with NAMI-MN with the understand that we needed to create a new structure. Expresses that this agreement with NAMI-MN as the Collaborative's fiscal sponsor will allow a more robust relationship with NAMI-MN. There have been multiple conversations with Sue, and we have developed a Draft MOU.
- Laura: Wants to make it clear to the Committee members that this fiscal sponsorship agreement with NAMI-MN, gives NAMI-MN complete control, if NAMI-MN believes we are going array, they can take over at any time. All our insurance will be covered by NAMI-MN. It will go into effect August 1st, 2021. Currently the fiscal agent relationship is \$300 a month, moving us up to \$4,800. Pat and I were surprised by the increase.
- Cindy: Asks about the cost of insurance.
- Laura: States we can think about changes if people would like to.
- Adesola: How align are we with NAMI-MN and how they run their operations?
- Pat: We looked at some different models, but this is the most common used model.
- Laura: Appreciates Adesola's question. The Governance Subcommittee (Nita Kumar, Pat Dale, and Laura) reviewed the structural options for us to consider. The Governance Committee voted in March to move ahead with the fiscal sponsorship relationship. This has been a part of our decision.
- Liz F: Asks a clarifying question.
- Laura: The actions step legally; is we will have the insurance specific to the Collaborative. It adds protection for many members who were not covered in our past agreement. The Coordination Team will be working with their board. Sue is not interested in taking anything over, and really to be a good partner. Administratively they help with the public meeting laws.
- Krista motions to approve the agreement, Jenna seconds. No opposed, motion approved.
- Pat: thanks NAMI-MN, Laura, and everyone else involved.

Budget Updates & Approval

- Laura: Provides a project overview and states she is seeking approval for the System of Care project budget. Proceeds to go over the budget and asks for a motion to approve the Journey Mapping budget with the modification proposed today. Reiterates that this budget was approved by the Committee in June and asks Cheryl to highlight the modification requested.
- Cheryl: Shares exciting news on the progress being made with the Journey Mapping project, at this time there are thirteen parents have registered to be interviewed and four interviews have been completed.
- Cheryl: Last month, we requested to increase our Journey Mapping budget to supply stipends for people conducting the interviewers that are not currently paid by the Collaborative, in the form of gift cards. Today, we are asking for one modification; to increase interviewer stipends for performing interviews that are not done in English from \$55 to \$75.
- Motion to approve the modification of increasing interviewer stipends not conducted in English to be \$75, motion seconded. No opposed, motion approved.

Voting yes: Tonya, Liz, Maureen, Raven, Liz, Wendy, Meredith, Krista, Karen, Jenna, Angela, Adesola, Pat. No opposed, motion Approved.

- Laura: Last item to look at is our overall budget. We would increase our operating cost by \$400. Asks for comments questions or concerns.
- Cindy motions to approve the budget changes as Laura articulated, Meredith seconds.
- Liz: Asks if this changes our bottom line? Shifts from administrative to operating.

Voting yes: Tonya, Liz, Maureen, Raven, Liz, Wendy, Meredith, Krista, Karen, Jenna, Angela, Adesola, Pat.
Motion Approved.

- Liz: Shares there have been discussions around canceling the August Governance Committee to allow a summer break. Asks if anyone is opposed to cancelling the August meeting.
- Krista: motions to cancel the August meeting, Cindy seconds. No opposed, motion approved.

Adjourn

- Krista motions to adjourn, Pat seconds. No opposed, motion approved, meeting adjourned.