**School-Based Mental Health**

**Sub-Committee Meeting**

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| **Date** | **Location** | **Time** |
| Friday, June 9, 2017 | **2801 Slater Road, Morrisville, NC** | 12:30-2:30 pm |

**AUDIO CALL INFO:**

**Phone Number: (712) 775-7031**

**Participant Code: 339-408-872 #**

**Meeting Agenda**

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| **Topic** | **Desired Outcome** | **Presenter/**  **Facilitator** | **Time (subject to change)** |
| **Meeting Norms** | *We will speak to each other respectfully, using tone, volume and cadence*  *We will focus on the work and our customers*  *We will start and end meetings on time*  *We can agree to disagree, live with decision and publicly support them*  *We will make people feel comfortable about / when voicing their perspective* | Joe Simmons | 12:30-12:35 |
| **Review Minutes** | Approve Minutes: May 12, 2017 | Group | 12:35-12:40 |
| **Action Items** | Review/Status of Assigned Action items at May 12th Meeting | Facilitator | 12:45 – 2:15 |
| **Committee Updates** | Agency updates and information  Frank Rider Presentation | Group | 2:15 – 2:30 |

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| June 9, 2017 | Meeting was called to order by Joe at 12:30 pm with review of meeting norms and attendance |
| Attendance | Cynthia Trickel, Libby Jones, Terri Grant, Joe Simmons, Amanda Byrd, Janet Cherry, Stephanie Jones, Paul Savery, Gerri Smith, Lisa Taylor, Conference call attendees: Clorette Glen, Bob Craven and Pamela Munger. Shelby Snead (minute-taker) |
| Minutes: 5/12/17 | Minutes were approved as submitted |
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| **Action Item: Letter to local collaborative groups** | Draft letter to local collaboratives (Libby and Joe). It was decided at the May 12th meeting that a letter to local collaborative groups should be generated by the State Collaborative and not the sub-committee. Joe and Libby were assigned to draft a letter for approval by Susan Robinson and Stacy Justiss. The letter was drafted and sent to several members for review and edits. Final draft letter was submitted to Susan and Stacy. |
| Terri Grant | Expressed that she would have liked to have been made aware that a letter was sent out; because System of Care coordinators have the contacts and are the ones who will keep collaborative groups informed. The letter has not been distributed to any group and will be discussed at the next State Collaborative executive committee meeting on June 13, 2017. **Action: State Collaborative Executive committee will consult with System of Care coordinators and sharing the letter with local collaborative groups.** |
| Stephanie Jones | Collette Glenn has received feedback from LEAs. They love the idea and want more involvement with state collaborative. It is vital for newly-formed groups to have a contact person at the state level that they are familiar with. It was decided that Collette should be the primary contact for System of Care coordinators. |
| **Action Item: School-based web page** | There is a meeting scheduled with Stacy and Collette on June 12th to discuss updating the webpage. |
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| **School Mental Health** | Terri will connect with Susan Robinson and Bob to see if there has been anything done regarding policies and to find where local collaboratives can provide guidance.  **Action: For discussion at July 7 2017 sub-committee meeting.** |
| **Strategic Plan Goals** | Joe said the revisions of May 12 were sent to the group for review. No comments have been received as of today. We need consensus to submit final plan to JoAnne and Stacy. |
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| **Committee Updates** | Janet Cherry of Chapel Hill-Carrboro Schools said Frank Rider has agreed to present three separate sessions. 1) Chapel Hill-Carrboro: Building financial sustainability around school-based mental health. Surrounding schools have been invited. |
|  | 2) Learning Institutes: System of care coordinators: school-based mental health. Frank has capacity to speak broadly, he could be a panelist for Learning Institutes, we must be clear about the message. |
|  | 3)NCDPI 67th Conference on Exceptional Children. The Behavior Institute would have a bigger audience, using the same format as CHCCS. The presentation would be 90 minutes and the audience would be EC directors, school administration and regional school personnel. Since this is at the EC Conference, there would be no cost to attendees.  Terri said that she, Kerry and Janet were the first to approach Frank about the idea of getting involved in Orange County. Stephanie added that it may be good to include more families in target audience with opportunities to learn. Janet said it may be beneficial to look at school mental health on a smaller scale. |
|  | Terri said that it sounds that Frank can only do 2 sessions. Joe said it is more important for Frank to present at the Learning Institute and to continue the work with the subcommittee. The DPI event can be rescheduled. Joe then offered to postpone Frank as a presenter at the EC Conference; stating we can bring him in at another time as guest presenter. EC Division hosts several events throughout the year. He said the SBMH is a top priority of the EC Director, Bill Hussey and it should not be a problem in getting Frank at another time. We should continue as previously planned, he said. |
|  | **Action: Joe will discuss with EC Conference program committee chairs. Terri will talk to JoAnne and Stacy about scheduling Frank as a presenter at a DPI event.** |
|  | Pam Munger added that we do not want to lose the finance piece. She works with 8 rural counties and schools are always looking for funding. Said we should keep that in mind for future learning institutes. Janet said that social workers and school counselors are the first responders in the school building…when we can bring them in as part of the learning institute we should do so. “We don’t want people to become paralyzed around money – but use learning institutes to build capacity.” |
| **Orange County** | Kerry Sherrill was nominated as Co-chair of the Orange County Collaborative |
| **Dare County** | Richard Martin’s report was included in today’s materials. |
| **SBE SBMH** | Libby reported that at its next meeting on June 21, 2017, she and Joe will update the State Board of Education (SBE) on what the sub-committee has accomplished to date. Bill (Hussey) regards having the family voice as important and has asked for volunteers to serve on workgroups. Janet asked how to volunteer. Although letters have been sent out, Libby said anyone interested should let Matt and/or Lauren know. |
|  | The meeting adjourned at 1:31 pm. |