

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.
August 28, 2018

Therapist Showcase: None

The meeting was called to order at 11:50 pm by Tim Bridges. Those in attendance were Tim Bridges, Donna Costello, Bill Hesse, Mike Largent, Lucynda Olberding, Chuck DeBellevue, and Chris Budde. Staff members: Sheila Stinnett, John Goetz, Chad McCoy, Justice Hernandez, and Lynn Reese. **Absent:** Jay Parks, Aimee Yarbrough, Kenny Yarbrough, Mary Johnston

Consent Agenda Items Presented: A motion to approve the consent agenda was made by Bill Hesse and seconded by Chuck DeBellevue; the board unanimously approved. Sheila Stinnett requested that the agreement with the city of Edmond and the technology plan be pulled from the consent agenda for separate discussion. She reported that the verbal agreement that has previously been listed on the annual meeting agenda is now a written agreement in the MOU with the city. She also stated that the technology plan will be included with the other CARF plans. A motion was made to approve the reports by Chris Budde and seconded by Bill Hesse; the board unanimously approved.

Old Business:

Possible consideration and vote to enter into executive session to discuss confidential conversations with the agency's attorney concerning consumer request as per title 25 Oklahoma statute 307 (b)(7): A motion to approve was made by Bill Hesse and seconded by Chris Budde; the board unanimously approved.

Possible consideration and vote to enter into regular board session: A motion to approve was made by Mike Largent and seconded by Chuck DeBellevue; the board unanimously approved.

Possible consideration and vote on any motions as a result of executive session: None

Possible consideration and vote on completed packets for board recruitment and new incoming board members: A motion was made to remove the Robert's Rules of Order statement from the board packet by Lucynda Olberding and seconded by Donna Costello; the board unanimously approved.

New Business:

Possible consideration and vote on FY'19 slate of officers: A motion to approve the slate was made by Donna Costello and seconded by Bill Hesse; the board unanimously approved. The FY'19 slate of officers is as follows: Tim Bridges-President, Chris Budde-Vice President, and Donna Costello-Secretary.

Appoint Kenny Yarbrough to the professional development and oversight committee:

Tim Bridges appointed Kenny Yarbrough to the committee.

Possible consideration and vote to approve policy and procedure changes: Sheila Stinnett reported that David Jordan of OAYS let her know about some upcoming policy changes that CARF is recommending. He gave her a fundraising policy to include for our next CARF certification. A motion was made to add the policy to our appendices by Donna Costello and seconded by Lucynda Olberding; the board unanimously approved. Sheila also stated that we need to remove parts of the policies and procedures that involve EFC contracting with ODMHSAS. A motion to approve was made by Donna Costello and seconded by Chris Budde; the board unanimously approved.

Presentation and vote to approve employee personal building facility use proposal:

Chad proposed to the board that he utilize his office at EFC to supervise licensure candidates who are not affiliated with the agency. The board asked Sheila to talk to attorney Hugh Robert about the legal implications and required policy changes. A motion to approve exploring the options with Hugh Robert was made by Donna Costello and seconded by Lucynda Olberding; the board unanimously approved.

Update on RFA: Sheila reported that we will find out what our score for the RFA is in September. We have to make 80% or above to pass.

Committee Reports

Board Resources and Education:

- a. Discussion, signing, and renewing of commitment sheets for board members: Commitment sheets were passed out to the board.
- b. Lunch schedule sign up for FY' 19: The lunch schedule was passed out to the board.
- c. Reminder of executive director's absence for September board meeting: Sheila will be attending TBRI training for the French family during the September board meeting. Chad will step in for her.

Legislative: None

Fund Raising: Sheila announced that she would like to do a poster contest in collaboration with her 5th grade school groups for Heard on Hurd. She will be contacting the schools to discuss further.

Hope for Families: Bill announced that the document revision is ongoing. HFF has been discussing how to deal with the reserve fund. Bill reported that Jay Parks suggested 40% of the fund should remain with HFF and the other 60% be split between EFC and Hope Center. The written proposal is attached to these minutes.

The city sent a letter to Randall Shadid that stated they want 4 ½ ft more of the property than we proposed. Bill presented a counter offer to accommodate EFC in case we need the space in the future.

Public Relations: Justice Hernandez reported that Bob Peterson now has the social media management system set up. Social media posts are now able to be viewed beforehand for approval. Also, EFC will be attending an event hosted by NAMI on October 2nd.

Professional Development & Oversight Committee: None

A handwritten signature in black ink that reads "Tim Bridges". The signature is written in a cursive style with a long horizontal line extending to the right from the end of the name.

Tim Bridges, President of the Board of Directors
Edmond Family Counseling, Inc.