Roll Call

Directors Present: Melvin Beetle, Mike Boyd, Gustavo Serina, Daisy McArthur, Judith Karshmer, Jessie Carver, William Pitts, Tricia Webb, Tatiana Kostonian, Patricia Webb

Directors Absent: Kenzi Robi, Patricia Wooley, Rita Semel

Also Present: Kelly Dearman – Executive Director, Eileen Norman – Deputy Director, Annie Bauccio and Arthur Combs – Schaffer&Combs

Call to Order

Mel Beetle, President of the Governing Body, called the meeting to order at 1:03 p.m. A quorum of the members was present.

Agenda & Minutes

- The agenda was reviewed.
- The minutes of November 7, 2017 were reviewed. One adjustment was made. A motion was made and properly seconded. The minutes were unanimously adopted.

CLOSED SESSION

- A motion was made and properly seconded to begin a closed session.
- A closed report was given and no action was taken.
- The meeting reconvened into an open session.

President’s Report

- Mel had no news or updates to report.

Director’s Report

- Practice Change Leaders Grant
  - This grant money of $45,000 will be used towards the Mentorship Program, IP+ Program and Lost Consumer Program. We will be partnering with DAAS to reach out to these clients.
- On February 11th, the ED will be speaking at the Interfaith Council on behalf of the Public Authority, to increase visibility. The ED gave a special thank you to Rita Semel, who made it possible for the ED to attend and speak at this event.
- The ED encouraged the Governing Body Members to brainstorm other community events that the PA can attend to promote its services to a large target audience.
Issues & Reports

- **TiP Update - see attached**
  - The Interim Executive Director, had no news or updates to report. She and the ED are continuing to investigate funding and outreach opportunities.

- **Programs Report- Eileen Norman - see attached**
  - Eileen had no news or updates to report.

- The new, more interactive, website will go live in two months. The website will be revealed to the board in the March Governing Body Meeting.

- The board members all had positive feedback regarding the Mid-Meeting Report that was sent out in December. The ED suggests adding an “Advocacy Corner” and all unanimously agreed.

- The ED’s Annual Review will be held an hour before the March meeting begins. All GB members who volunteered will be notified.

- Gustavo Serina’s term will end in March. Judith Karshmer will be taking on a new job opportunity in May. New representatives will be elected in their place.

Board Education

- **Governing Body Member Roles and Responsibility Training – Schaffer & Combs – see attached**
  - Annie Bauccio and Arthur Combs gave a PowerPoint presentation that included an overview of the roles, responsibilities, bylaws and policies of the Governing Body
  - Mel suggested that there should be an orientation for new board members. All members unanimously agreed.
  - The ED suggested creating an onboard binder for board members. All unanimously agreed.

Meeting Evaluation

- Tricia stated that Schaffer & Comb’s presentation was informative, clear and concise. She found their presentation to be a great learning experience. She is grateful and appreciative. She always feels included although she cannot be physically present. All board members unanimously agreed.

Announcements/ Public Comment

- No announcements or public comments were given.

Adjournment

- The meeting adjourned at 2:49 p.m.