

**Academy Board Minutes:
2/22/07**

Agenda Items	Time	Name	Decisions/Notes
Introductions & Brief Announcements	10:00	All	Present: Kathy Tidwell, Mardell Nelson, Oscar Morgan, Patty Gregory, Rick Phillips, Shirley Alexander, & Lois Malpass Absent: Robin Sanchez, & Ritchie Weers
Review and Approval of Agenda & Minutes	10:05	All	Approved
Political System Transition & Update *CMH *Jeff D	10:10	DHW	<u>CMH & Jeff D updates:</u> <ul style="list-style-type: none"> ◆ Chuck's going to attend Operation's meeting and will offer the Children's Mental Health perspective. ◆ CMH: Oscar is working with Kurt to transition CMH curriculum. Kurt's been out. ◆ Jeff D Report is back and CMH has 120 days to implement the changes required.
Report on Admin Board Meeting *Decisions that impact this Board *Elections? *Updated Work Plan	10:20	Patty/Kathy	<u>Report on Admin Board Meeting</u> <ul style="list-style-type: none"> ◆ Administrative Board Approved all Charters ◆ Charters will be in similar format ◆ <u>Elect Chairs</u> to Scholars, Resource, Practice and Academy boards by June. Kathy will send an e-mail for nominees and a note ◆ <u>Conveners</u> are contracted and so will remain the same. Convener works with Chair around setting agenda for each meeting.

Liaisons: *Program Managers *Chiefs *HR Casey	10:30	Agency Liaisons	<u>Randy – Program Managers meeting report:</u> <ul style="list-style-type: none"> ◆ He asked for program managers to support for Advanced Academy attendance. ◆ Program managers supported CBLC worksheet completion. Jan 1, 2007 is the start to for attendees to complete and submit to CWC. ◆ Michelle Britton will monitor and support. ◆ Casey not represented for reporting this meeting
Recent Academy Participants Focus Group	10:30	Lois/Rick/ Mardell/Oscar	<u>Academy Graduates, Supervisors and Chiefs Focus Groups:</u> <ul style="list-style-type: none"> - Need approval from program managers - send e-mail to program managers to get permission - focus group needs to meet to get questions - Randy agreed to send to managers – Lois will construct a letter in draft form for Randy
Work Request Form	10:35	KT	<u>Work Request Form:</u> <ul style="list-style-type: none"> ◆ Finished – Kathy will send out to Board. ◆ Sandy agreed to place on web. (Partnership) ◆ Oscar will put it on the Master Calendar.
Curriculum Work Groups Update	10:40	Lois	<u>Curriculum Workgroup updates:</u> <p>Everyone responded they have met and are working as a group with the standardized template.</p>
Academy: *Evaluation *CBLC *CEU's *FCT	10:50	Lois/Rick	<u>CBLC:</u> <ul style="list-style-type: none"> ◆ Action Reflection Plan Discussion. Will occur on the 1st day (30 min) of each Academy. Will check to see how it's going and turn in completed ARP sheets. May need to start at 8 a.m. for this. ◆ Lois agreed to mail Academy brochures to Chiefs and ICWRTC – She will e-mail Chiefs/ Program Manager about the brochures arrival. <u>Evaluation Form:</u> <ul style="list-style-type: none"> ◆ Mardell: reported Job Knowledge – may be the 4th competency, which may reflect teamwork..

			<ul style="list-style-type: none"> ◆ Patty: reported Dana collected trainer resources and some activities on teamwork and will send it out to trainers, & chief. <p><u>CBLC:</u></p> <ul style="list-style-type: none"> ◆ More folks are submitting completed CBLC forms ◆ Learning agreements are coming in. Still need to catch some supervisors up to speed to submit them. ◆ Comp worksheets handed out at the beginning of each topic session. <p><u>CEU:</u></p> <ul style="list-style-type: none"> ◆ Lois, Dawn, Patty, and Aida met. Will standardize certificates. ◆ Kathy will meet w/ IBOL – social work on April 2nd to present our process including all forms used. <ul style="list-style-type: none"> - Counseling/Psychology needs to be reviewed <p><u>CMH</u></p> <ul style="list-style-type: none"> ◆ Oscar will check with them to see what they need. <p><u>FCP</u> Training for supervisors:</p> <ul style="list-style-type: none"> ◆ CEU's approved at LMSW level. Patty will check. ◆ John and Sara will return the end of June to debrief. ◆ Taught by regions – 2 months to roll out <p><u>Needs Assessment</u> – for self study for upcoming CFSR</p> <ul style="list-style-type: none"> ◆ Need a systematic approach and plan ◆ CQI process helps with training questions – collected database such as how to deal with absent fathers. ◆ List of training needs from CQI would be helpful and will be sent per Shirley twice a year. <p><u>CMH</u> - going through all questions and all regions and collecting Database to gather needs. Need a systematic way to collect data and follow up on needs.</p>
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Formatting approval committee workgroup:			<u>Curricula Template Standardization:</u> This workgroup consists of: Oscar, Kathy, Ritchie(?), & Lois . At CMH meeting Oscar will ask for a worker to join this group for CMH input.
Next Meeting:			<u>Next Meeting</u> Monday, April 19 th 12p-2P (MDT) Call in No. 877-807-5706 host: 308284 Participant no: 781059