

Agenda: Board Meeting

Date: April 2, 2025

	Board Member		Board Member		Guest(s)
X	Ryan Flynn, chair		Elliot Butay, vice chair	X	Kim Larson, Prog Admin
X	Dr. Jacki Buffington	X	Aron Gosling	X	Lindsay Fiedler-Schiel, For. Nav. Supervisor
X	Kirstin Kopp	X	Kelsey Shirkey		
	Dr. KyleeAnn Stevens				

1. Review and approve March 5, 2025 Meeting Minutes

Meeting minutes for the March 5, 2025 meeting were not ready for review. Board members agreed to review March and April minutes at the May meeting.

2. Board Chair Updates

A. One Year Anniversary Recognition!

- The board chair shared some remarks about just passing the one-year anniversary mark for the MNCAB effective date – April 1, 2025! Many significant milestones have been met; we've hired approximately 3.5 new employees a month and as of April, MNCAB is operating fully independent in our HR, finance, and IT support services.
- The chair asked members and guests to share their thoughts on successes and achievements over the last year.

B. Legislative updates

- The chair shared that it is still unclear how many policy bills will be addressed and/or passed this year given the unique start to the legislative session.
- More information will be covered in the Policy Review committee update.

3. Program Administrator Updates

A. Hiring Update

- Forensic navigator manager position has been filled with an internal hire/promotion from the current supervisor team.
- Forensic navigator supervisor interviews are happening over the next few days. Plan is to now hire up to 3 individuals, to fill the two new positions and refill the one that will be vacated.
- New forensic navigators are starting next week, Wednesday.

B. Annual Conference Agenda & Logistics

- The forensic navigator supervisor presented the conference agenda to the board members and summarized the expected content for each presentation.
- The program administrator reviewed the recognition award recipient list with the members to confirm that final selection.
- A board member asked if they could attend the conference sessions in addition to the evening event. The program administrator confirmed that they are welcome to join if they'd like.
- The chair asked if we needed any additional help from board members. The supervisor & program administrator confirmed there is no need for additional help.
- Board members who need a hotel room after the evening event are invited to reach out to the office supervisor to be added to the room block

4. Committee Updates

A. Policy Review

- MNCAB Related Legislation Update – the committee chair presented a summary of the committee's discussion. The legislation summarized on the document is from DHS/DCT and although not specific to MNCAB some provisions have an ancillary impact on MNCAB's work.
- The board agreed with the committee's recommendation to provide feedback to DHS/DCT and to note that not plan to take an official position on the legislation.

B. Programs and Services Review

- Certification Application – NorthStar Community Services. The committee chair provided an overview of the application and the discussion of the committee. There were no questions from board members.
- The committee recommended approval of the application to the board. The full board agreed and approved NorthStar Community Services as a certified competency attainment program.

5. Past Meeting Follow-up

- The board chair asked if there are any updates on the new office space. The program administrator confirmed that there is no new information to share.
- Another member asked about the status of the competency attainment curriculum. The forensic navigator supervisor provided a brief update.

6. New Business

Decisions

- NorthStar Community Services is approved as a certified competency attainment program.