

Agenda: Board Meeting

Date: May 8, 2024

	Board Member		Board Member		Guest(s)
X	Ryan Flynn, chair	X	Elliot Butay, vice chair	X	Kim Larson, Prog Admin
X	Dr. Jacki Buffington	X	Aron Gosling	X	Jameelah Yozamp, HR Mgr
	Kirstin Kopp	X	Kelsey Shirkey		New Forensic Navigators – Andrew Kruc, Felisha Fierstine, Julia Bertrand, Kara Richardson, Lynn Carey
X	Dr. KyleeAnn Stevens			X	

1. Review and approve May 1, 2024, Meeting Minutes

Motion to approve by Dr. Buffington, seconded by Kelsey Shirkey, motion carries.

2. New Forensic Navigator Introductions

3. Last Meeting Follow-up

A. Positions & hiring status

- Forensic Navigators – final hire confirmed earlier in the week. Total hired is 16.
- Forensic Navigator Supervisor – the interview panel is reviewing applications and selecting candidates to interview next week.
- IT manager – start date is 5/20

B. Interagency Agreement with GAL Program

- Still haven't received a draft from GAL Program so Program Administrator and HR Manager will draft the agreement and send to them for review. Program Administrator will share the same draft with the Board chair and review for the full Board will be on the 5/15 agenda.

C. Certification Advisory Committee Appointments Update

- The Program Administrator heard back from the governor's office that appointments should be completed in May. She will follow-up in a couple of weeks if needed.

4. New Business

A. Competency Attainment Program Application Review

- The Board reviewed and discussed the content in the Interim Certification application that was submitted by North Homes Children and Family Services in Grand Rapids, MN.

Aron Gosling made a motion to approve the application. Dr. Stevens seconded the motion. Motion carried.

- The Program Administrator will communicate the decision to the program's contact and work on adding the information to the Board's website.

B. Case Assignments and Stakeholder Contacts Updates

- The Program Administrator provided a brief update on the number of orders appointing a forensic navigator have been received, from what court locations, and the readiness status of assigning forensic navigators to our first cases. The Board chair requested a more detailed update at a Board meeting in late May – early June.

5. Other Business

The Board went into closed session for a Board employee specific review.

Decisions

- The Board approved and certified North Homes in Brainerd, MN as the first certified Competency Attainment Program.

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