

Agenda: Board Meeting

Date: May 22, 2024

	Board Member		Board Member		Guest(s)
X	Ryan Flynn, chair		Elliot Butay, vice chair	X	Kim Larson, Prog Admin
	Dr. Jacki Buffington	X	Aron Gosling	X	Jameelah Yozamp, HR Mgr
X	Kirstin Kopp	X	Kelsey Shirkey	X	Darrell Hill, IT manager
X	Dr. KyleeAnn Stevens			X	New Forensic Navigators – Taunisha McShan

1. Review and approve May 15, 2024, Meeting Minutes

Motion to approve by Kelsey Shirkey, seconded by Kirstin Kopp, motion carried.

2. Introductions to New Employees

3. Last Meeting Follow-up

A. Positions & hiring status

- Forensic Navigator Supervisor – one offer was accepted earlier in the week; her start date is June 10; more interviews are scheduled so an additional update will be provided next week.

B. Interagency Agreement with GAL Program

- Draft reviewed with the Board, general agreement with the terms and the proposed compensation amounts. One recommendation to make the language in paragraph 3. c. clearer to be inclusive of staff time only, not systems access. Kim will provide the proposed language change to GAL
- Motion to approve the Interagency Agreement pending the revised language and compensation terms that do not exceed the proposed compensation by Kirstin Kopp. Seconded by Dr. Stevens. Motion carried.

C. Timeline for Board Business Discussions

- June 5: Case Assignment Presentation
- June 12: Proposed FY25 Budget Review
- June 26: Board By Laws, Board Policies, Program Administrator Policies (HR & Finance)
 - No changes or concerns noted with this schedule

4. New Business

A. Certification Advisory Committee designee member

- The MCA President would like to appoint a designee to the Certification Advisory Committee. Since there are no formal steps required for this, the Board requests a written designee appointment from the MCA president. The Program Administrator will follow up and get this documentation.

B. Case/court appearance update & discussion

- The Program Administrator provided a brief summary of the case review meeting held with the forensic navigators earlier in the week. One forensic navigator attended an in-person calendar and was invited to make an appearance on the record. During the hearing for the case the judge “ordered” on the record the FN to solve a couple of issues in the case. This prompted a discussion with the Board about what FN can and cannot do and the need to document some of these things for partner education purposes. Some points of note:
 - Forensic navigators are not parties to the case and therefore cannot be ordered to solve or do certain things
 - FN cannot give an opinion about guilt or innocence, about case dispositions, or the need for meds (not an inclusive list)
- Requests for the case update presentation on June 5 to include how we’re counting cases, are we tracking dispositions, what’s the process for assigning and not assigning, etc.

5. Other Business

- The Board Chair asked the members to start thinking about shifting to an every other week meeting schedule in July and about fall schedules and meeting conflicts

Decisions

Next Agenda