Central Region Partnership
Workforce Education and Training
Phone Conference Meeting Notes
http://www.cibhs.org/monthly-meeting-information
Thursday, April 5th, 2018 • 10:00 AM – 11:00 AM

Conference Dial-in Number: +1 (571) 317-3122 -- Access Code: 727-000-749

As a courtesy, while using the phone conference line please mute your phone when you are not speaking.

❖ I - 10:00 AM - Welcome and Introductions/Roll Call:

- **Counties Present:**
  - Amador: Stephanie Hess
  - Mariposa: Deb Drennon
  - Placer: Jamie Gallagher
  - Sacramento: Mary Nakamura
  - Stanislaus: Jennifer Baker
  - Tulare: Juan Alvarez
  - Tuolumne: Michelle Carlson
  - Yolo: Theresa Smith
  - CIBHS: Gina Ehlert (Chair)

- **Absent:**
  - Alpine
  - Calaveras
  - El Dorado
  - Fresno
  - Inyo
  - Kings
  - Madera
  - Merced
  - Mono
  - San Joaquin
  - Sutter-Yuba

❖ II - Reviewed:

- Agenda – *no additions or edits requested.*
- Minutes from February 1st, 2018 Meeting – See document entitled, “Central Region Partnership Meeting Minutes 02_01_18.” Motion to approve, Mary, Seconded Michelle, Approved.

❖ III – Action Items and/or Activities:

A. **Director’s Votes on utilizing Gina as the chair for the remainder of FY 17/18 meetings.** Seven of the seven responses received supported utilizing Gina as the chair for the remainder of the FY 17/18 meetings. Gina will chair final two meetings, including this one.
B. **Updated Draft Training Schedule** - Gina shared updates to training schedule. She will disseminate flyers as the final two training sessions approach.

C. **WRAP Seminar I Training scheduled for February 21-22, 2018.** Gina shared that the WRAP Seminar I Training was completed and that most folks from that course were in the WRAP Facilitator Training in Modesto this week. Others shared that those who attended reported favorably about the training.

D. **Fiscal Reconciliation (expenses and budget)** - Gina met with fiscal folks at CIBHS then Placer to ensure that all parties agree on the amount of funds expended since last year and the balance remaining for this year. As of February 28, 2018, we spent $293,829.37. We have $214,364.63 left to spend this year, with nearly $60,000 allotted for 3 more trainings and approximately $35,000 per month for Roving Supervisors and Regional Coordinator pay. Because travel expenses are difficult to budget for, the expectation is that some (or all?) of the remaining funds may be needed to pay for lodging and catering for the final 3 trainings and the final face-to-face Central Region Partnership meeting to be held in June, 2018. Gina will send out an email for Directors to vote that if there are any funds remaining at year-end, whether to extend the coordinator contract by a month to tie up any loose ends. The current end date of the coordinator’s contract is June 30, 2018.

E. **Comprehensive Outcomes document for Central Region Partnership** – Gina will be working on the final comprehensive outcomes document for the Central Region. This may need to be completed in July of 2018 to capture all of the information from projects being completed through June 2018.

F. **Roving Supervisors – END OF CONTRACTS APPROACHING June 30, 2018!!!** The Roving Supervisors will be submitting a comprehensive report of the status of their supervisees to be included in the Comprehensive Outcomes document.

G. **Reminder: every other month meetings in 2018** – Please be watching for emails regarding training sessions as we will not be meeting as often. *This means there is only one meeting left: the face-to-face Central Region Partnership meeting scheduled for June 7th, 2018.* Please attend in person, if possible. More info to follow.

❖ IV – 10:40 AM - **Updates:**

A. **WRAP Seminar I Training was completed on February 22, 2018.** A follow-up phone conference meeting is being scheduled to support those who attended to continue to be mentored.
B. Mental Health First Aid Instructor Support Group Meeting - Meeting irregularly to discuss implementation and training strategies. Last meeting was March 15, 2018. Next is TBD.

C. Coordinator’s Monthly Work Updates – This items was not covered during the meeting.

❖ V – 11:00 AM - Adjourn Regional Meeting at 10:40

Directors are invited to stay on the call to discuss other regional or sub-regional issues or concerns

Note: Documents related to this meeting will be posted to the Central Region webpage at:

http://www.cibhs.org/monthly-meeting-information

Reminder: Next and Final Meeting Date and Time:

Thursday, June 7th, 2018 from 10:00 AM – 2:00 PM

Face to Face and Phone Conference
Conference Dial-in Number: +1 (571) 317-3122 -- Access Code: 727-000-749