

WYCRP Board Meeting

November 3, 2016

Attendance: Les Pozsgi, Chair, Emily Genoff, Secretary, Sherilyn England, Shannon Horton, Peter Newell, members, Erin Swilling, Director, Korin Schmidt, Wyoming Department of Health

1) Bylaw and policy updates

- A. Bylaws - Les reviewed changes to the bylaws indicated as needed by the strategic planning process, including the board and panel structure and levels of involvement. The Panel will review the changes and the Executive Committee will make the final decisions on the bylaw changes.
- B. Policies - Policy clean up issues are specific to approval of employee travel and paid time off carry over. The Panel will review and the Executive Committee will make the final decisions on the bylaw changes.

2) Topics of Interest from State Agencies

- A. RFP Invite from Dept. of Health - Erin reviewed the options for the WyCRP to respond to the RFP issued by the Department of Health for funds currently administered by the Prevention Management Organization. Korin gave the history of the funds' management and utilization for suicide prevention, substance abuse prevention and data collection. Organizations can apply for one of three pieces of the RFP, or all three pieces.
- B. Meeting with DFS Director Corsi – Erin and Les learned the Department was not happy with the report and made an appointment with Director Corsi. The Governor was interested in knowing more about what the Department was doing to address the concerns cited in the report. Director Corsi wanted to discuss how the report was developed and submitted. In previous years, there was more interaction around the reports' drafting.

3) Grant applications

- A. A Wyoming Community Foundation grant proposal will be submitted this year. A draft is in process. The amount requested will be \$25,000 and among the justifications for needing the funding will be recent state budget cuts, the strategic plan, and the data collection around prevention efforts coordinated by the WyCRP.
- B. WyCRP was advised to continue to look for opportunities to contract for review services.

4) In-House Items

- A. Website Changes – Erin has access to the website and is working on updating the site and making it more user friendly.
- B. Member Picture and Bio – Panel members are asked to submit photos and bios as soon as possible.
- C. Monthly Financial Statement – Bookkeeper Jen Woods has been out of the office. A financial statement will be available at the December panel meeting, if not before.
- D. Nonprofit Board Report – Copies of the report are available in the WyCRP office if anyone would like to review them. Sheri and Les would like additional copies to be saved for them to pick up at the December meeting.

5) Elevator Speech and Strategic Plan

- A. Feedback was received that the draft read well but didn't inform well. A second draft is in circulation, based on the feedback received. Erin will send out a second draft to all Panel Members to review and we will discuss at our December meeting.

6) Program Updates

- A. PCAWY –Webinar training options are being developed. A holiday donation letter, the 2017 pinwheel project, and a painting project with CASA are in process. Board members are asked to think about what they would like to contribute to the Thankful Thursday event coming up in a few months. ACES (Adverse Child Experiences and Trauma resources) training is co-sponsored by PCAWY. ACES is a train the trainer program brought to the state to help people understand the impact of trauma on children. Confidentiality protection protocol are being developed for the Child Death Review Teams, particularly if they are going to meet over the telephone rather than in person in light of recent budget cuts.
- B. PAT-- Laramie County will have an enrollment of 17 by Nov. 4. The goal is for all sites' enrollments to reach 20, for a total of 60, by the end of the month. All staff attended the National Center PAT Conference October 16th-19th. PAT National Center hosted a breakfast for all Wyoming LIA's as a thank you for all the hard work.
- C. CRP – The state DFS office has asked CRP to survey foster families (five questions). The list of families may be quite extensive. The timeline will be coming from the CRP office so Panel members can volunteer to participate in the process and identify the role(s) they would like to play.

7) Panel Member Participation

- A. New Members – Kelly Johnson and Tricia Whynott have submitted applications for consideration. All Panel Members concur that Kelly and Tricia should be invited to join the Panel. Erin will reach out to them and set up a time for them to complete a central registry/background check and participate in an orientation.
- B. Les is reviewing the policies specific to what happens when people are not participating actively in the panel. Currently the Panel cannot exceed 15 members.

8) Monthly Conference Calls and December Meeting

- A. Invite DFS to explain Statpac at December meeting
- B. We will eliminate a December phone call in lieu of our face-to-face meeting scheduled for December 14th and 15th.