

**NAMI Keystone Pennsylvania  
Board of Directors Meeting  
Saturday, September 9, 2017  
9:00 a.m. – 11:00 a.m.**

**PRESENT:** Charma D. Dudley, Kathy Testoni, Mim Schwartz, Jack Cahalane, Michelle Gerwick, Michelle Hottenstein, Neen Davis, Kim Mathos

**STAFF:** Christine Michaels, Debbie Ference, Maria Kakay

**I. Call to Order and Welcome**

Charma D. Dudley, President, called the meeting to order at 9:01 a.m. and welcomed all present. Dr. Dudley introduced Board member Neen Davis from NAMI Montgomery County who was calling in via Skype.

**II. Approval of Minutes of June 10, 2017 Board Meeting**

**MOTION:** Kathy Testoni made the motion to approve the minutes for the June 10, 2017 Board meeting; Michelle Gerwick seconded; Neen Davis abstained; motion passed.

**III. Approval of Financial Statements of June 30, 2017**

Discussion: Michelle Hottenstein reviewed the June 30, 2017 Financial Statements highlighting the year-to-year comparison. In response to a question from Neen Davis in regard to the process of tracking the finances of NAMI Keystone PA and NAMI Southwestern PA, Michelle explained that they are tracked separately, but reviewed in total.

**MOTION:** Mim Schwartz made the motion to approve the June 30, 2017 Financial Statements; Kathy Testoni seconded; all in favor; motion passed unanimously.

**IV. Confidentiality & Conflict of Interest Policy and Code of Ethics**

Discussion: Debbie Ference reviewed the NAMI Keystone Pennsylvania Board of Directors Confidentiality and Conflict of Interest Policy and Disclosure Form as well as the Code of Ethics for NAMI Keystone PA. Board members were asked to sign and return forms. Neen Davis to sign and scan.

**V. Strategic Discussion Items**

Discussion: Chris Michaels discussed the **Preparation for Strategic Planning**; including that consultant Leslie Bonner will facilitate the Board Retreat on October 28, 2017. Conversation on the re-affiliation process ensued. Chris Michaels explained that NAMI National has a lot of requirements that must be met before affiliates can be re-affiliated.

**A. First Episode Psychosis**

Discussion: Chris Michaels explained that NAMI National and NAMI Keystone PA are making **First Episode Psychosis (FEP)** a priority. SAMHSA has set aside 10% of federal

funds for FEP programs. NAMI Keystone Pennsylvania, with the approval of NAMI National, has been in communication with a consulting firm to move the initiative forward in Pennsylvania. The goal of the FEP initiative is to sustain and grow the level of funding and the number of programs in Pennsylvania. Chris Michaels outlined the estimated costs of the project, which would be split among NAMI National, NAMI Keystone Pennsylvania, and Foundation grants yet to be named. Chris Michaels requested that the Board pass a motion to proceed with the Statewide FEP initiative.

**MOTION:** Kim Mathos made the motion to proceed with statewide FEP campaign; Neen Davis seconded; all in favor; motion passed unanimously.

#### **B. Community HealthChoices**

Discussion: Chris Michaels briefed the Board on the status of **Community HealthChoices (CHC)**. CHC is the new managed care insurance program for the delivery of long-term services and supports. Chris explained that non-long term care service recipients who are dual eligible do not have to take action. Chris outlined the implementation dates - January 1, 2018 for the Southwest region and July 1, 2018 in the Southeast.

#### **XII. Executive Director's Report and Q&A**

Discussion: Chris Michaels was asked to clarify the Committee of Arbitration. Chris explained that the Committee would only be established if there is a grievance. It would be comprised of three state Board members and 3 NAMI members who are not on the state Board. Chris also discussed complications with the tax exempt status of NAMI Keystone Pennsylvania. When checked, the organization was not on the exemption list. Lawyers are working to resolve the issue.

Chris Michaels updated Board members on the status of the state budget, which the Governor allowed to become law without his signature. To date, there was no plan to pay for the budget shortfall.

#### **XIII. Staff Reports**

Debbie Ference reviewed the Education Report and Maria Kakay discussed the marketing report.

#### **XIV. Adjournment**

**MOTION:** Michelle Hottenstein made the motion to adjourn the meeting; Jack Cahalane seconded; motion approved unanimously, and the meeting adjourned at 10:32 a.m.

Submitted by Maria Kakay