

Systems of Hope
Houston Federation of Families for Children's Mental Health
Monthly meeting
Face-to Face

December 16, 2010

Present: Alma Bell, Tammy Foster, Julie Bourne, Eileene Chappelle, Rebecca Johannson, Linda Lamb(phone) and Barbara Sewell.

Meeting called to order at 6:30pm

I. Approval of minutes: The minutes from the November 18, 2010 meeting were motioned to be approved by Julie and Alma seconded the motion. Minutes were approved with correction.

II. Forms

Membership Application: Barbara announced that beginning in January 2011, all individual memberships for the National Federation of Families for Children's Mental Health will be free. Barbara gave out applications to members to complete. Barbara will submit them to the National office.

Tammy will give applications to Cherease to give out to the Youth Advisory Council.

Volunteer Applications: Barbara gave out the volunteer form and asked that everyone review the form and emails her feedback. Changes will be made and presented to the board.

Samples of "Intake" and "Phone Log": Barbara handed out samples of intake and phone log forms and asked everyone to review, make changes and email her with comments and/or corrections.

III. Updates:

By-Laws for HFOFCMH: Barbara reported that the board understands the importance of revising the by-laws and they have been busy working on several projects. The by-laws revisions will start soon.

Conversion of PEG Matrix into HFOFCMH Strategic Plan: The HFOFCMH board is currently working on this project. The board will put together a draft strategic plan and bring back to this group for input and discussion at the next meeting.

IV. Training:

- Family Driven Care - This training will be held in January. Flyers for the training were given to members.

V. Parking Lot Review:

Julie suggested that we recruit representatives from agencies to work on each HFF work team and all SOH work teams.

VI. Announcements:

- There will be a “toy drive” at the “Usual” on December 18th to collect toys for SOH youth.

Meeting adjourned at 8:14pm

Next Meetings:

January 27, 2011– 6:30pm-8:30pm Telephone conference

Respectfully submitted,

Tammy Foster, Scribe