

Systems of Hope
Houston Federation of Families for Children's Mental Health
Monthly meeting
Telephone Conference

November 18, 2010

Present: Bonnie Cord, Alma Bell, Randy Joiner, Tammy Foster, Julie Bourne, Eileene Chappelle, Roger Chappelle, Linda Lamb and Barbara Sewell.

Meeting called to order at 6:39pm

- I. Approval of minutes:** The minutes from the October 28, 2010 meeting were motioned to be approved by Eileene with a correction of her name spelling on page 2. Julie seconded the motion. Minutes were approved with correction.
- II. Membership Application for FOFCMH:** 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 will take some applications to Tammy's office (or fax one) if anyone would like to pick one up. Otherwise, we can complete them at our next meeting in December and Barbara will mail them to the National office.
- III. Volunteer Applications for HFOFCMH:** Barbara reported that only one application has been submitted. We all need to complete the volunteer applications and submit them to Barbara at our next face-to-face meeting in December.
- IV. Updates:**

Parent Connector Program: Work is being done on the parent connector program and hopefully it will be completed before our meeting in December for everyone to review.

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.

Policy and Procedures: Barbara reported that HFOFCMH has ordered a book which comes with a CD to provide an outline and format for us to begin writing our policy and procedures. This will begin once the book is delivered.

Website: Barbara reported that she and Eileene attended a "Dream Weaver" training to help them learn more about creating a website. It's important that we get a website

up and running as soon as possible. This will help greatly with the outreach to family members and others in the community.

Sunnyside: We are currently doing outreach in the Sunnyside area and educating family members about children's mental health. We have requested that SOH seek a revision on the grant to include more funding for outreach. If approved, HFOFCMH will be able to contract out the development of a website and monthly consultation and maintenance of site contents.

Board Insurance: Barbara reported that the insurance is still pending. Payment has been made for the insurance but the policy has not yet been received.

Systems of Hope Cross Agency Training: We can put together the trainings that we are able to conduct and then approach partnering agencies with SOH to provide them training in family driven care, parent empowerment, etc. This will be developed by the Programs subcommittee.

Conversion of PEG Matrix into HFOFCMH Strategic Plan: The HFOFCMH board is currently working on this project. Barbara charged members with reading pages 25-27 in the quick assessment and completing these worksheets before our next meeting. The board will use this information and put together a draft strategic plan and bring back to this group for input and discussion.

V. Training:

- Family Driven Care - This training will hopefully be held in January. Barbara and Tammy will work on securing a room at the YSC for the training.
- Parent Empowerment and Special Education Law training will begin after the Family Drive care is completed.

VI. Book Club:

The Leadership Equation

Strategies for Individuals Who Are Champions for Children, Youth, and Families
Edited by Gary M. Blau, Ph.D., & Phyllis R. Magrab, Ph.D. The books are in the process of being ordered by SOH. Once the books come in, we will schedule our book club hours.

VII. Formation of Committees:

Barbara reported that everyone needs to complete their volunteer applications so we can begin to form our committee work. The committees will be as follows:

- Education- working with the schools
- Administration- policy and procedure writing, etc.
- Financial- budgeting, looking for grants, etc.
- Program- Parent Connectors, Resiliency groups, etc.
- Recruiting- bringing more families in to reach out and empower others.

Randy reported that he is on the Clear Lake Family Outreach committee and they have done some work on fundraising. Randy will email the information to Barbara for further review.

Tammy suggested that we meet with the care teams face-to-face to ask them about the culturally appropriate ways to reach out to families for recruitment and more family involvement.

VIII. Parking Lot Review:

Barbara reported the parking lot review would be on the agenda each month. This is a place for new ideas and/or questions to be presented and considered at future meetings.

IX. Announcements:

- December 4, 2010 will be the holiday lunch for SOH families at Family Enrichment Time. This will be held at the YSC. Tammy will email flyers out to everyone.
- NAMI presented a Facilitator Support Group Training and Eileene and Barbara were able to attend. They reported the training was very intense and covered a lot of great materials.
- Eileene attended a listening session on housing for youth. She will email the group the link to the initiative. Anyone can make comments and everyone is encouraged to provide feedback on the strategic plan.
- Youth Move, previously the Youth Advisory Council, is a chapter under the HFOFCMH. We will need to find ways to support our youth and help become successful and sustainable.

Meeting adjourned at 8:14pm

Next Meetings:

December 16th – 6:30pm-8:30pm Room TBA

Respectfully submitted,

Tammy Foster, Scribe