

Date of Meeting:	December 8, 2009
Location:	Youth Services Center
Type of Meeting:	Fiscal/Sustainability Work Group
Present:	Brian Baxendale, Julie Bourne, Nichole Christoph, George Ford, Robin Harrison, Randy Joiner, Beverly Pettway, Steve Schnee
Minutes completed by:	Nichole Christoph

Welcome and Introductions

Mr. Joiner welcomed everyone to the meeting and called it to order at 4:00 pm.

Approval of Minutes

The minutes from the November 2009 meeting were approved with noted corrections.

Budget Update

Mr. Baxendale presented a budget update for the period ending November 30, 2009. Currently the program is over budget in the salary and benefits line. This is not expected to be an issue after the Hogg grant care teams are moved to that funding. That should take place once the Program Manager position is announced.

Ms. Pettway went over a list of current positions and where the funding for those positions is coming from. Once all outstanding expenditures for year four have posted a revised budget will be submitted to SAMHSA formally requesting a carry over of funds from year four.

Dr. Schnee asked what the program would like to accomplish regarding sustainability. Mr. Joiner explained that a small sub group of this committee will be working with Mr. Strahl to develop a sustainability plan. The ideal goal is massive systems change. Mr. Ford added sustainability of as much as possible through year six to establish a track record. This will allow for a base to request future local funding.

Proposed Changes to SOH Contracted Services

Mr. Joiner presented a report of proposed changes to SOH contracts with outside vendors. The report detailed vendors and amounts that the program has previously contracted with along with proposed amounts for this fiscal year. Many of which have been reduced to balance the program budget. Mr. Joiner added that the program will continue to work with Dr. Bertram to maintain fidelity to the systems of care principals. Dr. Schnee asked if there would be an impact in services due to these cuts. Historically this is an area that has not been heavily utilized and Mr. Joiner does not expect much of an impact. Mr. Ford added that he would like to see the actual costs for the last fiscal year. This information will be added to the report.

Mr. Joiner added that he has emailed other sites to gain information about how they have sustained flex funds. He is still awaiting responses.

Mr. Joiner reported that the interviews have taken place and a candidate has been selected for the Program Manager position. All of the necessary paperwork has been submitted to the human resources department to make an official offer. Current care teams moving to the grant funding are pending the acceptance of the Program Manager position.