

## **NAMI California Annual Board Meeting Minutes**

**Thursday, January 27, 2011**

**Marriott Courtyard Hotel, Sacramento Midtown**

**4422 Y Street, Sacramento, CA 95817**

BOARD MEMBERS PRESENT: Dorothy Hendrickson, President; Brenda Scott, 1<sup>st</sup> Vice President; Mark Gale 2<sup>nd</sup> Vice President; Frances Tibbits, Treasurer; Coleen Peters, Secretary; May Farr; Randy Beckx; Sherman Blackwell; Roberta English; Gail Evanguelidi, Oscar Guzman, Shannon Jaccard

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jessica Cruz, Bettie Reinhardt

CALL TO ORDER            The meeting was called to order at 5:15 p.m. by President Dorothy Hendrickson

INTRODUCTIONS           Board members introduced themselves.

ADOPT AGENDA            The amended agenda was adopted.

STRATEGIC PLANNING    NAMI California Top Priorities were established:

- 1) Fund Development: to include the Annual Conference, Grants, and correspondence with top donors (Fund Development Committee)
- 2) MHSA Statewide Funds (RFPs)-(Programs & Membership Committee)
- 3) Criminal Justice: Prison Guide (Government & Public Policy Committee)
- 4) NAMI California Website Redevelopment (Programs & Membership Committee)
- 5) Business Plan for Bequest Funds (Executive Committee)
- 6) Legislation: Advocacy, bills and the statewide budget (Government & Public Policy Committee)
- 7) Policy & Procedures: to include Board elections and

appointments; stock donations policy; Social media policy;  
financial accounting procedures (Governance Committee)

- 8) Communications: include membership database and Public Relations (Programs & Membership Committee)

After the prioritize were established, they were placed into various committees for further planning and goal setting.

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BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jessica Cruz, Bettie Reinhardt, Kathleen Derby, Becks Hawkins

CALL TO ORDER                    The meeting was called to order at 8:35 a.m. by President Dorothy Hendrickson

INTRODUCTIONS                 Board members introduced themselves to guests  
Guests Joe Rose from North Alameda County, Alysse Adularua NAMI Sacramento/Amador; Rosemary Milbrath, Executive Director NAMI Sonoma; Molin Molikay, NAMI Sonoma; Cathy Hartum, NAMI El Dorado; Jackie Guitierrez, NAMI El Dorado; Jan Melincoe, NAMI El Dorado

STAFF REPORTS                 Becks Hawkins, Consumer Programs Director, just concluded three trainings, one in December and two in January. The first Persona y Persona mentor training was a success, graduating approximately 18 mentors from various affiliates. There are nine new affiliates that have trained mentors this year.

   Beyond Peer-to-Peer, Becks receives majority of requests for IOOV and urgent requests for Connection training. Becks will send a budget to the Board to reflect the need of new programs.

   Kathleen Derby reported on the Mental Health Services Act (MHSA): She has been working on gathering information on the Requests for Proposal (RFP) from CalMHSA. She has put together a report for the Board that outlines the various NAMI Signature Programs that would fit for the various RFPs in Suicide Prevention; Reducing Stigma and Discrimination and Student Mental Health. The Board will go into more detail on these subject matters at the strategy meeting on

Saturday, January 29, 2011.

Kathleen represents NAMI California in the community and attends various meetings. It was discussed that it would be beneficial to include more clients and family members at these meetings and there is room in her travel budget to pay for the expenses of these people. Kathleen will be working with Bettie Reinhardt, Statewide Coordinator NAMI CAN! to coordinate these efforts.

John Aguirre was unable to report on Working Well Together (WWT). Jessica Cruz gave a brief report that NAMI California received additional funds from CiMH for consulting services. Since receiving those funds we have contracted out with Connie Wells to develop non E-Learning hiring curriculum. We have also contracted with Bruce Anderson to work on regional trainings.

John has also been active in the community representing NAMI California's WWT program. His written report lists the various meetings and events he has attended.

Lynn Cathy was unable to attend the meeting due to a Basics training in Shasta County. Lynn included a report in the packet. Jessica Cruz reported that Lynn has concluded a training in Elk Grove in November, and is working on two trainings coming in February and March.

#### RIVER CITY BANK PRESENTATION

President/CEO, Steve Fleming and Pat Lewis, Senior Vice President from Rivercity Bank made a presentation on the various services their bank could offer our organization. Pat will send over a proposal for the Board Executive Committee to review.

Steve Fleming made a presentation on the Kelly Foundation and asked NAMI California to submit an application to request funds to support a program. It was described that the grant would be anywhere between \$1,000-\$25,000. The average amount given is \$5,000.

This grant is separate from a River City corporate sponsorship. NAMI California's office staff will submit an application (after Board Approval).

#### CALMHSA PRESENTATION

Edward Walker, CalMHSA Program Director; Allan Rawland, President of CalMHSA; Wayne Clark, Vice President CalMHSA, John Chaquica, Executive Director CalMHSA, gave a brief update on the RFP process for the Suicide Prevention project. They notified NAMI California that there is a timeline set for 45 days to submit proposals. It was suggested that if we were looking to collaborate that we submit a

letter to all those that the proposal was sent to. Due to time constraints, the gentleman had to leave; however, they were interested in continuing a conversation via conference call.

#### PRESIDENTS REPORT

Dorothy Hendrickson, President reported on the various projects the Executive Committee and Board have been working on.

#### INTERIM EXECUTIVE DIRECTOR REPORT

Interim Executive Director, Jessica Cruz gave a report on various projects the staff is working on. The new membership database was signed in January and is in the process of being implemented. The NAMI California website is in the beginning process of gathering bids to revamp the website. Three proposals and a recommendation will be brought to the Board by March.

Personnel: The Bilingual Transition Resource Specialist position was sent to local affiliates and partner agencies. A few resumes have come in and a panel interview will be held at the end of February. The main goal for this position is to conduct a cultural competency analysis of NAMI California and its affiliates. With these findings they would make recommendations on how to proceed to provide resources to the affiliates.

Jessica had a meeting with Dr. Will Rhett-Mariscal from CiMH in regards to potential partnership with NAMI California to provide trainings for IOOV in Spanish (En Nuestra Propia Voz). The Scope of Work is being discussed and a proposal will be brought to the Board for approval of the contract.

Jessica and other staff attended many meetings within the community and provided reports on the various meetings in the Board packet.

#### TREASURERS REPORT

Frances gave a brief overview of NAMI California's financial status. In the second half of 2010 NAMI California has done well and has received sufficient funds from memberships, donations, and grants to move forward with its mission. Funds from memberships and generous donors have continued to provide stability for the association, with cooperation of NAMI California's staff, and despite the State's delays. Grants for programs from the Department of Mental Health were renewed after the tense three-month delay in approval of the State's budget in 2010.

At the conclusion of the recent independent annual audit performed by Haley and Co., NAMI California received the highest rating. Our accounting practices were found to be in conformity with generally accepted accounting principles. This rating helps assure that the Association qualifies for grants.

NAMI California's Federal and State tax returns have been submitted in a timely and accurate manner, prepared by Haley and Company and reviewed by the Finance Committee.

In the next few months, the Association is planning to update its computer software for the membership data base, and website. The most recent version of QuickBooks is now in use.

#### NAMI CAN!

Bettie gave a brief background of the beginnings of the NAMI California Advocacy Network (NAMI CAN!) and of her interest in the work. She distributed a diagram of the current and planned network communication system. The purpose is to connect NAMI California with its affiliates and members as early in the advocacy process as possible. Our website is the hub and is currently providing up-to-date legislative news with the assistance of the NAMI CAN! and Weekly Report eNewsletters. The plan is to add conference calls with all of the network plus robo calls and first-class mailings to those members whom we cannot reliably reach electronically. NAMI CAN! is working on parallel tracks of building the network and facilitating NAMI California's advocacy regarding the State budget.

#### CONFERENCE COMMITTEE REPORT

Coleen Peters, Chairperson for the Annual Statewide Conference reported that the planning is underway for this year's event. This year's theme is "Creating Change Through Vision and Action." A short film was shown describing the "Star Fish Story." This film will be presented during the conference.

Affiliate packets are being finalized and will go out shortly requesting workshop proposals, board nominations, scholarships, speakers, etc. The committee is currently working on brainstorming speakers and sponsors.

#### NAMI WALK WORKGROUP REPORT

Roberta English, Chairperson for the NAMI Walk group reported on the history of the walks in California. The data was gathered from NAMI National and seemed to have some errors.

NAMI California has received donations from the totals of only two walks, NAMI Riverside and NAMI Northern California. NAMI San Francisco Bay Area Walk donated \$1,000 to the Conference and used the table to promote the walk. It was discussed how NAMI California and the affiliates could work together so that the affiliates would feel better about making a donation to the state level.

#### ADJOURN

President Hendrickson adjourned the meeting at 4:43 p.m.



## **NAMI California Annual Board Meeting Minutes**

**Saturday, January 29, 2011**

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BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jessica Cruz, Bettie Reinhardt

CALL TO ORDER                      The meeting was called to order at 9:05 a.m. by President Dorothy Hendrickson

STRATEGIC PLANNING              Three requests for proposals will be available for review regarding CALMHSA                      CalMHSA funding for Suicide Prevention; Stigma and Discrimination and Student Mental Health.

Kathleen Derby, NAMI California MHSA Coordinator reported and contributed to the strategic planning of the current RFPs. Letters to community partners and higher education institutions will be written and collaboration with other organizations will be made for NAMI California to contribute programs specific to each RFP. These programs include: In Our Own Voice (IOOV), Provider Education, Parents and Teachers as Allies, Breaking the Silence, and NAMI on Campus.

AFFILIATE RELATIONS              A new affiliate proposal was submitted to NAMI California to provide minorities access to information regarding mental illness, minorities who are less likely to seek treatment, advocate, educate, develop policy, support families, and individuals without stigma and discrimination for all persons in the San Diego County. NAMI California is an all inclusive organization offering programs for all, specifically the San Diego Affiliate offers a wide variety of programs and has a staff person that works specifically on multi-cultural programs.

Frances Tibbits moved that the applicant be notified that the application for affiliate status was considered by the Board of Directors of NAMI California and not approved. Brenda Scott seconded the motion. One abstained. Motion Passed.

FINANCE COMMITTEE  
REPORT

**Investment Policies and Practices**

The policies need to be updated, including some Bylaws changes. Reports of investment transactions need to be understandable by non-accountants and non-bankers.

**ACCOUNTING REVIEW**

Consultant Malcolm Morgan, CPA. Evaluation and Recommendations CPA Morgan is assisting staff and the Finance Committee with additional recommendations, and review, follow up to his October report. Next steps will be to implement changes, create a Procedural Handbook, and make needed changes to the Bylaws.

More understandable reports are needed to clarify the status and process for non-accountants. Jessica has begun working on this.

**CHECKWRITING**

Payroll has now been outsourced and employee checks are automatically deposited to their accounts.

**Signatories, authorized signers:**

NAMI CA needs clear procedures for change of signatories as a non-profit volunteer board whose members live across the state, and whose officers change frequently. The institutions should be able to provide forms to keep on file and clear written instructions.

GOVERNMENT  
AFFAIRS AND PUBLIC  
POLICY REPORT

Mark Gale, 2<sup>nd</sup> Vice President and Government Affairs & Public Policy Chair reported on the recent California issues. The Legislative Workgroup is currently focused on 6 bills and on budget matters. Mr. Gale reported that there is a proposal to take Prop 63 MHSA funds of \$861 million to fund AB3632, EPST and treatment for Medi-Cal eligible children and youth. NAMI California is working in coalition with other mental health care organization to develop a full picture of the proposal and to respond with a united front.

It was reported that NAMI California has had representatives at the State Capitol testifying at hearings regarding Medi-Cal Co-Pay Increase, SSI/SSP reductions, Prescription limits and doctor visits.

Coleen Peters, moved to allocate \$1,000 to assist people for transportation needed in traveling to the Capitol to speak to the legislator about Mental Health Care. Mark Gale Second the Motion.

Motion Passed.

Meeting was adjourned at 2:30 p.m. by President Dorothy  
Hendrickson

ADJOURNMENT