

**Shiawassee County Community Mental Health Authority
Ambassadors Council - Minutes
February 23, 2016**

Members Present: Robyn Spencer (Chairperson), Joan Durling, Janelle Hughes, Gary Holzhausen, Kathy Olund

Also Present: Lindsey Hull (Chief Executive Officer)

Topic	Key Discussion	Motion/Actions
1. Call to Order		The meeting was called to order at 5:25 p.m. by Robyn Spencer, Chairperson.
2. Approval of the Agenda		MOTION BY HUGHES, SUPPORTED BY DURLING to approve the agenda as presented. All ayes, Motion Carried.
3. Public Comment	No Public Present	
Unfinished Business	None.	
New Business		
4. Website Updates	L. Hull presented the updated website that displays the board members pictures. J. Hughes suggested the pictures be updated with similar backgrounds. The committee discussed each board member having a short biography about themselves under the picture. This would include why they are interested in serving, who are the commissioners, and who are the client representatives.	L. Hull will look into options of new pictures and the cost. MOTION BY DURLING, SUPPORTED BY OLUND to recommend to the full board for each Board Member to create and submit a short biography to be added to the website. All ayes, motion carried.
5. Board Education	J. Durling provided a brief history of moving the education piece from the Human Resources Committee, back to the Ambassador's Council. L. Hull clarified that this education is about board self-education, including board roles and responsibilities, and trainings about agency departments.	The committee would like the first training to review the first part of the board's by-laws that was previously prepared by Joan. Jamie Burke will email this to the Ambassador's Council for their review.
6. Annual Report	L. Hull provided an overview of the plan for the 2015 Annual Report. The committee discussed the plan for printing. The committee's consensus was to avoid high cost. The trend with other agencies is to post on the website of print a few copies for internal use.	L. Hull will review estimated cost of printing at the next committee meeting.

7. Next Meeting		The next Ambassador's Council meeting will be May 24, 2016.
8. Adjourn		MOTION BY HOLZHAUSEN, SUPPORTED BY HUGHES to adjourn the meeting at 6:15 p.m. All ayes, motion carried.

These minutes were approved by the SCCMHA Board of Directors on March 28, 2016.