

**Shiawassee County Community Mental Health Authority
Ambassadors Council - Minutes
May 24, 2016**

Members Present: Robyn Spencer (Chairperson), Joan Durling, Janelle Hughes, Kathy Olund, Fred Finnen

Members Absent: Gary Holzhausen

Also Present: Howard Spencer, Lindsey Hull (Chief Executive Officer), Jamie Burke (Minutes)

Topic	Key Discussion	Motion/Actions
1. Call to Order		The meeting was called to order at 5:32 p.m. by Robyn Spencer, Chairperson.
2. Approval of the Agenda	L. Hull added to the agenda focusing on the purpose and duties of this committee as item #7.	MOTION BY HUGHES, SUPPORTED BY DURLING to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	There was no public comment.	
Unfinished Business	None.	
New Business		
4. Boardworks Review	K. Olund reported that the list does not reflect the courses she took at the January Conference. J. Hughes stated that taking the courses are not optional, the committee agreed.	ACTION: The Ambassador's Council will provide a reminder to the full Board about completing BoardWorks. The Board Members will be held accountable to completing 2 courses by September's Board Meeting. Also, remind the Board that these courses can be taken at Conferences.
5. Website Update	L. Hull updated the Committee on the efforts to update our website. L. Hull informed the committee there will be an Employee Survey in order to capture the employee's utilization of the website. A comment box will be added to the website to capture inquiries from the public. The Board pictures and biographies will be added once all the biographies have been received. The goal of the website is to ensure our community can find information that they are looking for.	ACTION: R. Spencer will remind the Board to submit their brief biographies to J. Burke as soon as possible.

	R. Spencer suggested putting a blurb in the newspaper about checking out our new website and tracking how much traffic that would bring.	
6. Annual Report	L. Hull stated an estimation of cost regarding the Annual Report is still being determined. L. Hull would like to control cost in regards to printing. The Annual Report will highlight several areas in the agency including the Child's Trauma Informed workgroup, recipient of the Director's Award, Wellness, and our arrangement with the Powerhouse Gym. The audience for the Annual Report are community partners, businesses in the community, and providers.	Informational only; no action required. Once the Annual Report is completed, the committee will be shown a copy.
7. Focus on our Purpose and Duties of this Committee	<p>L. Hull asked the committee to review the purpose and duties of this committee and determine if there is anything that this committee would like to work on.</p> <p>Kathy questioned how the board is helping to reduce stigma.</p> <p>L. Hull stated the Chamber has asked for someone from SCCMHA to present on mental health issues and stigma.</p> <p>J. Hughes stated that there are times when the schools are struggling to come up with Professional Development topics. This could be an opportunity to get mental health professionals from SCCMHA into the schools.</p> <p>F. Finnen asked about Human Trafficking in our area. L. Hull stated there are best practices</p>	<p>ACTION: Ten-minute training to be reviewed at the August meeting.</p> <p>L. Hull stated that J. Durling used to capture the times when staff would provide a training or in-service in the community and the number of individuals at these trainings. It will be helpful to capture this information again to analyze our presence in the community.</p> <p>R. Spencer suggested bringing back to this committee when Board Members engage in the community.</p>

	<p>being developed at the state level. L. Hull stated there has been discussion about adding a question to the Intake form regarding Human Trafficking to determine this need, while adhering to Trauma Informed practices.</p> <p>F. Finnen asked what are we willing to do as a Board to educate individuals in the community.</p> <p>J. Durling suggested Board Members begin making it known in the community that they are on the board and it can open up the avenue of conversation.</p>	
8. Next Meeting		The next Ambassador's Council meeting will be August 23, 2016.
9. Adjourn		MOTION BY HUGHES, SUPPORTED BY DURLING to adjourn the meeting at 6:37p.m. All ayes, motion carried.

These minutes were approved by the SCCMHA Board of Directors on June 27, 2016.