

**DRAFT**

**Washoe County Children's Mental Health Consortium**

**Budget Meeting**

**September 13, 2022**

**1. Call to order**

**a.** Chair called meeting to order at 12:10pm.

**2. Introductions**

**a. Voting Members Present:** Jacquelyn Kleinedler, Chris Empey, Katherine Loudon, Misty Allen

**b. Non-Voting Members Present:** Kristen Rivas, Kary Wilder, Susie Badger

**3. Public Comment and Discussion-** No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on the agenda as an item upon which action can be taken.

**a. None**

**4. For possible action: Review, Discussion, and Approval of recommendations of Washoe County Children's Mental Health Consortium 2022-2023 Budget.**

**a.** Personnel/Contractors (\$3,294.00) – Jacquelyn Kleinedler reported the Consortium no longer needs to pay for administrative support since the Division of Child and Family Services (DCFS) is providing administrative support. These funds can be reallocated to different activities and endeavors.

**i.** Chris Empey recommended supporting families who are electronically or technically challenged and need access to services and insurance information. He reported that Juvenile Services uses a brochure to give information about insurance and Medicaid. Chris Empey, Kristen Rivas, and Ryan Gustafson created this brochure in the past to help families navigate Medicaid services. After discussion, it was determined to reallocate these funds to update the brochure content and make it a webpage to be hosted on the Consortium website and available for links to the School District and all consortia-affiliated organizations. The content will serve as a guide and tool for finding help and assist with a warm hand-off for families and helpers who may be overwhelmed.

The webpage will be much easier to update versus trying to distribute and continually update hard copy flyers. The information will include QR-codes which families can access via phone to link to the information. A QR-code subscription fee is required.

- ii.** Three user/parent friendly products will be developed and made available:
  - a. Update the existing brochure content and transfer it to the webpage.
  - b. Develop video training for helpers to navigate support systems.
  - c. Develop information videos for parents and caregivers.
  - d. The content will explain different insurances and concepts and describe differences between healthcare providers; what they are, what they do, and how to access each one.
- iii.** Acquiring contractors through the State will require an RFP and a lengthy acquisition process. Kristen Rivas said she might know of a resource and recommended looking at someone who is already on contract with the State or in-house. Paying a stipend or a contracted rate through either the School District or Children’s Cabinet contracting processes would also facilitate acquisition of a resource. There are contract thresholds on dollar amounts (Washoe County School District’s threshold is \$10K). Manpower might also be an option. Char Frost may also have recommendations for a resource with the skills and knowledge to develop content.
- iv.** The plan will be to take this information and present it at the next Consortium main meeting for a robust discussion.
- b.** Website Maintenance (\$2,000.00) – An invoice was already submitted to Kristen Rivas for payment.
- c.** Tech Licenses (\$400.00) – These will be paid as per the budget. A new subscription fee for QR codes will be added.
- d.** Mental Health/Trauma Outreach Materials (\$4,000.00) – These funds are earmarked to support school district counselors, social workers, and safe-school professionals with educational materials and/or training. Work is in progress with Katherine Loudon to identify the best materials and training to support staff.

- e. Mental Health Summit (\$3,500) – The Children’s Cabinet, Renown, Connect Washoe County (the collaboration between the School District and the Office of Suicide Prevention) and others are in the planning stages to host the Summit on October 24, 2022. Jacquelyn Kleinedler will make an announcement as soon as the information is in writing. There is a short timeframe to prepare for the Summit.
  - f. Youth M.O.V.E. (\$500.00) – This traditionally gets spent in May.
  - g. Resource/Education Outreach to Community/Families (\$520.00) and Promotion Brochures/Flyers (\$786.00) – Jacquelyn Kleinedler asked everyone to send her ideas and suggestions for spending the funds. She will remind general Consortium members this fund is available.
- 5. For possible action:** Date for next meeting and agenda items
- a. Next Meeting – October 11<sup>th</sup>, 12:00 Noon
- 6. Public Comment and Discussion-** No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on the agenda as an item for which action can be taken.
- a. None
- 7. Adjournment**
- a. Chair adjourned the meeting at 12:56pm.