

## MYFS BOARD MEETING

March 13, 2024

### MINUTES

A Board Meeting of the Board of Directors was held at 624 NW 5<sup>th</sup> Street Moore, OK on Wednesday, March 13, 2024 at 8:00 A.M. Proper notice and agenda were posted at 624 NW 5<sup>th</sup> Street Moore, OK. The meeting was called to order at 8:05 A.M.

**Board Members Present:** Jeff Arvin, Paul Arvin, Rhiannon Baker, Kiara Benson, Chief Todd Gibson, Dana Johnson, and Patricia Johnson

**Board Members Absent:** Kathy Haynes and Tahereh Rogers

**Staff Present:** Melissa Chapman, Amara Lett, Lynnette Mason, and Lisa Williams

#### **Minutes of February Board Meeting:**

- The minutes of the February 21, 2024, meeting were reviewed.

Chief Todd Gibson moved for approval of the minutes from February 21, 2024. Second by Paul Arvin. All board members in favor, none opposed, and no abstentions.

#### **Introduction of Successor to Executive Director: Dr. Amara Lett**

- Dr. Amara Lett was introduced as the Successor to Executive Director. Lisa Williams thanked the hiring committee for their dedicated efforts with the hiring process. All Board members and staff welcomed Amara.

No Action Required.

#### **MYFS Fiscal Management Reports:**

- MYFS February balance sheet, profit and loss, and transaction list were reviewed.

Paul Arvin moved for approval of the MYFS fiscal management reports. Second by Chief Todd Gibson. All board members in favor, none opposed, and no abstentions.

#### **Plumbing Repair Bid:**

- Lisa Williams reported on the emergency replacement of the sewer line in the south parking lot of the building. She reviewed the bid and the specifics of the work to be done. The repair is projected to take a week from start to finish. The plumbing company can schedule the repair work during spring break.

Paul Arvin moved for approval of the plumbing repair bid. Second by Rhiannon Baker. All board members in favor, none opposed, no abstentions.

**Fundraising Opportunities:**

- Lisa Williams brought up the topic of fundraising activities. There was a fundraising committee established which includes Paul Arvin, Chief Todd Gibson, Dana Johnson, and Tahereh Rogers.

Patricia Johnson moved for the approval of the fundraising committee. Second by Dana Johnson. All board members in favor, none opposed, no abstentions.

**United Way Subcommittee Meeting:**

- Lisa Williams reported that the United Way subcommittee meeting date is yet to be determined. Once the date is determined, Lisa will share this information with the board.

No Action Required.

**Program Reports:**

- A. CARS
- B. MAST
- C. VOCA
- D. PASS
- E. SCHOOL-BASED

Lynnette Mason addressed the waiting list for general outpatient services. Lynnette discussed the increase in requested services coming from a younger population. Lisa Williams reported that the MAST program will be full soon. All programs are going well and staying steady.

No Action Required.

**Critical Incident Reports:**

- Lisa Williams reported there are no critical incidents at this time.

No Action Required.

**New Business not known at the Time of Posting of this Agenda:**

- Lisa Williams reminded the board that she will be distributing the needs assessment survey.

**Announcements and Board Member Discussion:**

- Lisa Williams briefly discussed managed care and the upcoming training.
- The next board meeting will coincide with the United Way subcommittee meeting. The board meeting is to be determined.

Adjourned at 8:45 A.M.

  
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Jeff Arvin, President

4-25-24  
Date