

MYFS BOARD MEETING

August 16, 2023

MINUTES

A Board Meeting of the Board of Directors was held at 624 NW 5th Street Moore, OK on Wednesday, August 16, 2023, at 8:00 A.M. Proper notice and agenda were posted at 624 NW 5th Street Moore, OK. The meeting was called to order by 8:11 A.M.

Board Members Present: Jeff Arvin, Rhiannon Baker, Hart Brown, Chief Todd Gibson, Patricia Johnson, Dana Johnson, Brian Marlett, and Tahereh Rogers.

Board Members Absent: Paul Arvin and Kathy Haynes.

Staff Present: Melissa Chapman, Lynnette Mason, and Lisa Williams.

Minutes of June Board Meeting:

- The minutes of the June 21, 2023, meeting was reviewed.

Chief Todd Gibson moved for approval of the minutes from June 21, 2023. Second by Patricia Johnson. All board members in favor, none opposed, and no abstentions.

MYFS Fiscal Management Reports:

- MYFS June and July Balance sheets, Profit and Loss statements, and Transaction lists were reviewed. Lisa Williams reported the new phone system expense was split between July and August.

Patricia Johnson moved for approval of the MYFS fiscal management reports. Second by Rhiannon Baker. All board members in favor, none opposed, and no abstentions.

Engagement Letter: ERC Study:

- Lisa Williams discussed considering the use of Alliantgroup to conduct an Employee Retention Credit Study for the 2020:2021 tax year. This agency would provide services based on assessment and feasibility. If no credits have been identified the contract shall terminate with no fees due. If credits are identified this agency will conduct a full analysis of quantitative and qualitative components including preparing and delivering the ERC study.

Tahereh Rogers moved for approval of the Engagement Letter: ERC Study. Second by Patricia Johnson. All board members in favor, none opposed, and no abstentions.

HIE Update:

- Lisa Williams provided an update on the statewide health information exchange and the approved HIE emergency rules. Lisa highlighted the HIE emergency rules which include broad exemptions that allow any provider seeking an exemption to be granted one.

No Action Required.

Installation of the vinyl flooring:

- Lisa Williams requested approval for the replacement of the flooring in key areas in the building. We received two separate estimates from reputable vendors.

Chief Todd Gibson moved for approval of installation of the vinyl flooring and vendor based on information provided to the Executive Director. Second by Tahereh Rogers. All board members in favor, none opposed, and no abstentions.

Proposed Policy Revisions:

- Lisa Williams reviewed the proposed policy revisions.

Tahereh Rogers moved for approval of proposed policy revisions with amendment to revise the language in "Section 4: 433 Drug Free Work Place" of the policy manual. Second by Chief Todd Gibson. All board members in favor, none opposed, and no abstentions.

Fundraising Committee Update:

- Tahereh Rogers provided a committee update on the upcoming fundraiser. The fundraiser will be a pancake breakfast from 7:00 to 11:00. Select board members volunteered their time to promote the event with their Moore community connections.

Patricia Johnson moved for approval of the fundraising committee update. Second by Chief Todd Gibson. All board members in favor, none opposed, and no abstentions.

Corporate Compliance Plan:

- There are no changes at this time.

No Action Required.

Program Reports:

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

- Lynnette Mason discussed referrals and the waiting list. Lynnette also reported four interns starting their internship. Lisa Williams gave detailed information regarding

all programs. The MAST program currently has 9 students enrolled. There have been several referrals for MAST. Lisa will be meeting with the Moore assistant city attorney to discuss PASS program specifics. The SBS program is ready for the upcoming school year. Due to the two vacant clinical positions, Lisa reported there have been some staffing adjustments to accommodate programs accordingly.

No Action Required.

Critical Incident Reports:

- Lisa Williams reported no critical incidents at this time.

No Action Required.

New Business Not Known at the time of Posting this Agenda:

- None at this time.

Announcements and Board Member Discussion:

- Jeff Arvin announced that he is running for Mayor of Moore. He stated that this will not prohibit him from serving on the MYFS, but he may not serve as Board President due to the increase in commitments if he is elected. The election will take place the first Tuesday in February 2024. The next board meeting is scheduled for September 20, 2023.

Adjourned at 9:00 A.M.



Jeff Arvin, President



Date