

MYFS BOARD MEETING

November 16, 2022

MINUTES

A Board Meeting of the Board of Directors of MYFS held a meeting at 624 NW 5th Street Moore, OK on Wednesday, November 16, 2022, at 8:00 A.M. Proper notice and agenda were posted at 624 NW 5th Street Moore, OK. The meeting was called to order at 8:06 A.M.

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

Board Members Absent: Paul Arvin, Dr. Kristy Hernandez, and Dana Johnson.

Staff Members Present: Melissa Chapman and Lisa Williams

Minutes of October Board Meeting:

- The minutes of October 26, 2022, were reviewed.

Chief Todd Gibson moved for approval of the minutes from October 26, 2022. Second by Brian Marlett. All board members in favor, none opposed, no abstentions.

MYFS Fiscal Management Reports:

- MYFS October 2022 Balance sheet, Profit and Loss statement, and Transaction lists were reviewed. Lisa Williams reported there were no unusual occurrences.

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

Election of Board Officers:

- The nominees for the 2023 board officers were determined and are as follows:
Jeff Arvin, President
Chief Todd Gibson, Vice-President
Patricia Johnson, Secretary/Treasurer

Patricia Johnson moved for approval of the Election of Board Officers as presented above. Second by Brian Marlett. All board members in favor, none opposed, no abstentions.

Proposed Board Meeting Schedule for 2023 Calendar Year:

- The proposed Board Meeting schedule for 2023 was reviewed.

Chief Todd Gibson moved for approval of the Proposed Board Meeting Schedule for 2023 calendar year. Second by Tahereh Rogers. All board members in favor, none opposed, no abstentions.

Annual Management Report:

- The Annual Management Report was reviewed. Lisa Williams discussed the ongoing planning processes MYFS uses and detailed all efforts made during the previous year. Lisa reported that MYFS reached organizational goals including passing all accreditations and certifications. ODMHSAS has extended their certification due date and should be completed by the end of the year.

Chief Todd Gibson moved for approval of the Annual Management Report. Second by Brian Marlett. All board members in favor, none opposed, no abstentions.

Annual Service Plan:

- The Annual Service Plan was reviewed. Lisa Williams detailed the organizational goals of MYFS and recommendations this upcoming year.

Chief Todd Gibson moved for approval of the Annual Service Plan. Second by Tahereh Rogers. All board members in favor, none opposed, no abstentions.

Policy and Procedure Manual:

- All proposed policy changes were distributed and reviewed. Lisa Williams explained all proposed policy changes in detail and the reason for any changes.

Chief Todd Gibson moved for approval of the Policy and Procedure Manual. Second by Tahereh Rogers. All board members in favor, none opposed, no abstentions.

OJA Contract Monitoring Report:

- The contract monitoring report was satisfactory as all documentation presented adequately supported the claims submitted to OJA.

Chief Todd Gibson moved for approval of the OJA Contract Monitoring Report. Second by Tahereh Rogers. All board members in favor, none opposed, no abstentions.

Conflict of Interest Disclosure Statement:

- Lisa Williams asked the board to review, sign and return the conflict-of-interest disclosure statement form to Melissa Chapman.

No Action Required.

Corporate Compliance Plan:

- Lisa Williams reported there are no changes at this time.

No Action Required.

Program Reports:

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

Lisa Williams reported on each program. All programs are full. There is a two-month waiting list for General Outpatient services.

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.

Announcements and board member discussion:

- There is no board meeting in December. The next board meeting is scheduled on January 18, 2023, at 8:00 A.M.

Adjourn at 8:45 A.M.



Jeff Arvin, President



Date