**Polk County Positive Support Network Minutes**

PBS Board Meeting Thursday September 9, 2021

Present: Bonnie McHugh, Jennifer Muto, Jennifer Mueller, James Miller, Becky Hines, Maria Walker, Stephanie Schmidt, Jodi Howie

Absent: NA

1.Training Academy Update

* 1. In Person Motivational Interviewing was cancelled due to the Delta Variant
	2. Dr. Minkoff- Training on Dual Diagnosis ID/MI - He has shared some options for dates in October
	3. Amy Gravino – human sexuality and disabilities – looking into if she is available in December
	4. The Academy had been hoping to start hosting a blend of virtual and in person trainings, but things are now going to be held virtually due to the Delta Variant. Discussing training possibilities for the current fiscal year now.
	5. Strategic planning will be completed by agencies on their own and will be shared at the January 2022 quarterly PBS meeting. This seemed to go well last year and everyone was in agreement. It was discussed that Strategic planning can be used as a hot topic at the October Quarterly meeting if agencies would like some ideas for how to go about strategic planning.

2. Strategic Planning – Joe Benesch

 A. Discussed strategic planning timeline and holding focus groups of stakeholders (Academy Members/Liaisons, Directors)

3. Upcoming board elections were discussed. One application was received from Amy Richardson from Childserve. It was also discussed that the Board would reach out to Mindy Burr from Easter Seals who applied last year to see if she was still interested.

1. Jen Muto and Becky Hines will be Co-Presidents next year with Becky stepping down after and Jen continuing in the “former president” role in 2023.
2. James will be Secretary
3. Jodi will be Vice President
4. Stephanie is taking over Treasurer

4. Planning for the next PBS retreat and strategic planning meeting

1. The retreat will likely be virtual. If it is possible to have an in-person retreat Link was suggested as a possible cost-effective option so that the board does not have to spend money on a location if it might possibly be cancelled.
2. Outside consultants to help with strategic planning were discussed.
3. The children’s collaborative has PBS collaborative opportunities as part of their strategic plan. Including this in our strategic plan was discussed.

5. Planning for October Quarterly Meeting

Ice Breaker – Jen Mueller

 Leadership Success Story

 DSP Success Story

Academy Update – Jodi

Give-Aways

Introducing New Board Members – Bonnie

 Hot Topics: Self-Care/Burn Out/Managing your Energy – Jen Muto and Jodi, Strategic planning, Staff Retention

Break Out Session for each hot topic

6. Policy and Procedure Review - No updates were needed to the Policy and Procedures

7. Annual report was sent out to agencies in August

8. Blurb created to send out to agency liaisons:

A meeting of the Board of Polk County’s Positive Behavior Support Network was held on Thursday September 9, 2021 beginning at 2:30pm

Discussions were conducted on the following topics: Discussed upcoming strategic planning process and listening sessions to be scheduled. Finalized upcoming Board positions.

The Following Actions were taken: Finalized agenda for Quarterly Meeting.