

**FULL BOARD TELECONFERENCE MEETING AGENDA**  
**Board of Private Alternative Adolescent Residential or Outdoor Programs**  
**4<sup>TH</sup> Floor Large Conference Room**  
**301 South Park Avenue**  
**Helena, MT 59620**  
**11:09 a.m.-1:00 p.m.**  
**Friday, September 9, 2016**  
**Conference Call #:1-888-556-4652      Password: 5501**

1. **Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00:01)** Presiding Chair, Dr. John Santa, called the meeting to order at 11:09 a.m.

**Board Members Present:**

Dr. John Santa – Board Chair – in person  
Ms. Penny James-via conference call  
Ms. Trudi Schmidt-via conference call  
Ms. Pamela Carbonari-via conference call  
Mr. Rick Johnson-via conference call

**Staff Present:**

Ms. Cynthia Reichenbach – Executive Officer-via conference call  
Mr. Gene Allison – Board Counsel  
Ms. Barb McAlmond – Administrative Specialist

**Public Present:**

Mr. Tom Harrell-New Horizon's -via conference call  
Ms. Micky Manning-Reflections Inc.-via conference call

2. **Approval and Tentative Modification of Agenda Order (00:01:00)**

**Motion: (00:01:06)** Ms. Carbonari moved to approve the agenda as presented. Ms. Schmidt seconded the motion. The motion carried.

3. **Review of Minutes, July 19, 2016 (00:01:21)**

**Motion: (00:01:30)** Ms. Carbonari moved to approve the minutes as presented. Ms. Schmidt seconded the motion. The motion carried.

4. **Public Opportunity to Comment (00:02:03)**

(Presiding Officer Statement) "Under this item, the Board will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Board that is not on the agenda of this meeting. While the Board cannot take action on any issues presented, the board will listen to comments and may ask staff to place the issue on a subsequent agenda. The presiding officer may limit the comment period in order to proceed with the board meeting."

No public comment was noted.

5. **Board Action (00:02:39)**

- a. **PAARP Licensure Applications (00:02:43)**

- i. **Reflections Inc. (00:03:09)**

**Motion: (00:36:09)** Ms. James moved to approve for licensure pending the following changes:

- Removing the testimonials from the website that references the program's history
- Changing language on the application to reflect the current population to be females.

-Having a statement of volunteer supervision and/or criteria for volunteer fingerprints.

-Changing language in documents regarding policy and procedures from "should" to "will" when appropriate.

-Removing any language that refers to Clearview or Riverview

-Receipt of liability insurance within 30 days of license issuance.

When completed, one board member and Mr. Allison will review the application. After further discussion, a review by a board member will not be needed. Ms. Reichenbach and Mr. Allison will review the application for completeness. Mr. Johnson seconded the motion. The motion carried.

**ii. New Horizon's update (00:47:42)**

**Motion: (00:59:04)** Dr. Santa moved to table application and establish a deadline to receive the application revisions requested by the December, 2016 meeting with updates expected at the October, 2016 meeting. Mr. Johnson seconded the motion. The motion carried.

**b. 2015 Renewal Audit Parameters (01:05:11)**

**Motion: (01:09:19)** Dr. Santa moved to table this agenda item for further discussion until the next meeting. Mr. Johnson seconded the motion. Ms. Schmidt voted against the motion. The motion carried.

**c. 2017 Legislation (01:13:45)** Ms. Reichenbach will set up a meeting with Department of Health and Human Services (DPHHS), Department of Labor and Industry (DLI), Ms. Pam Bucy, Commission of DLI, Ms. Judy Bovington, Chief Legal Counsel of DLI and Mr. Todd Younkin, Division Administrator of DLI to discuss the possibility of moving PAARP from DLI to DPHHS.

**d. Scheduling of Next Meeting and 2017 meetings (01:39:00)**

**i. Proposed dates:**

<b>FRIDAY MEETINGS</b>	<b>THURS. MEETINGS</b>	<b>WED. MEETINGS</b>
October 14 or 21, 2016	October 13 or 19, 2016	-----
December 8, 2016	-----	December 6, 2016
March 17, 2017	March 16, 2017	March 15, 2017
June 16, 2017	June 15, 2017	June 14, 2017
September 15, 2017	September 14, 2017	September 13, 2017
December 8, 2017	-----	December 6, 2017
Or		
February 10, 2017	February 9, 2017	February 8, 2017
May 12, 2017	May 11, 2017	-----
August 11, 2017	August 10, 2017	August 9, 2017
November 17, 2017	November 16, 2017	November 15, 2017

\*\*\* October 12 & 13, 2016 - **TO BE DETERMINED**  
October 25 as another possibility- in person

- December 7, 2016 conference call meeting
- March 15, 2017-conference call
- June 14, 2017-conference call
- September 13, 2017-in person meeting
- December 6, 2017-conference call

**6. Adjourn (01:58:45)**

**Motion: (01:58:50) Ms. Schmidt** moved to adjourn the meeting at 1:08 p.m. Ms. James seconded the motion. The motion carried.

The Department of Labor & Industry is committed to providing meeting access through reasonable accommodation under the Americans with Disabilities Act. Please contact the Board office prior to the proposed meeting date for further information. New agenda items may be added up to "three business days" before the meeting. For the most accurate agenda, please consult the web site at [www.paarp.mt.gov](http://www.paarp.mt.gov). The board may reorder the agenda at the beginning of the meeting.