Denton County Behavioral Health Leadership Team
September 17, 2015
8:00 a.m. – 9:30 a.m.
United Way of Denton County, Inc. (1314 Teasley Lane, Denton, TX)
Continental Breakfast will be provided

Agenda

I.	Welcome & Introductions	B. Gailey	5 min.
II.	Consideration of August Meeting Minutes (approval) (attached)	B. Gailey	5 min.
III.	Strategic Planning Sub-Committee Update	M. Richardson	15 min.
IV.	End User/Consumer Workgroup Update	L. Olson	15 min.
V.	Workgroup Reports/Updates (attached) • Child & Family Systems • Housing • Jail Diversion • Mental Health Court • Veterans	Workgroups	15 min.
VI.	Public Relations/General Discussion • Consideration of Website Proposal (attached) (approval) • Speakers Bureau	B. Gailey/J. Mulroy T. Yan	20 min.
VII.	Community Impact Director Updates • Community Case Management Update • Regional Updates (Dallas, Tyler)	L. Olson	5 min.
VIII.	New Business	B. Gailey	
IX.	Adjourn	B. Gailey	

Next Meeting: October 15, 2015

Denton County Behavioral Health Leadership Team
August 20, 2015
Meeting Minutes

Appointees Present: Chief Lee Howell, Chief Russ Kerbow, Councilwoman Sanden Daughtee, Commissioner Bobbie Mitchell, Dr. Bill Giese, Dr. Derrell Bulls, Dr. Kathryn Stream, Dr. Lisa Elliott, Dr. Matt Richardson, Dr. Monica Mendez-Grant, Dr. Richard Valenta, Dr. Roxanne Del-Rio, Dr. Teresa McKinney, Dr. Timothy Harris, Elizabeth Ferring, Gary Seguin, Gina Warr, Joe Mulroy, Juan Rodriguez, Judge Coby Waddill, Judge Barbara Gailey, Louise Baldwin, Mayor Chris Watts, Monya Crow, Prudence Sanchez, & Councilman Tj Gilmore

Ex officios present: Gary Henderson, Judge Doug Robison, Lacrica Olson
Appointees Absent: Bryan Langley**,** Deputy Randy Plemons, Dr. Nicki Roderman, Jim Russell, and Melinda Galler

Welcome & Introductions
Judge Barbara Gailey provided the welcome and introduced new appointees since the June 2015 meeting.

A copy of the current roster and member bios was also distributed to members.

Review/Approve June Meeting minutes
The June meeting minutes of the Denton County Behavioral Health Leadership Team were reviewed and approved:
Motion: Dr. Derrell Bulls
Second: Dr. Bill Giese
Minutes approved as written

DCBHLT Charter Bylaws and Code of Ethics:
Dr. Derrell Bulls, Chair of the Charter/Bylaws committee provided an overview and discussed the proposed Charter, Bylaws and Code of Ethics that will govern the DCBHLT. Discussion was held regarding individual vs. organization conflict of interest, and alternates. Code of Ethics will be signed by all members of the DCBHLT and workgroup members.

After further discussion the DCBHLT motioned to approve the Charter, Bylaws, and Code of Ethics as written.

Charter
Motion: Dr. Bill Giese
Second: Chief Russ Kerbow

Motion: Judge Coby Waddill
Second: Joe Mulroy
Approved by Acclamation

Bylaws

Code of Ethics:
Motion: Joe Mulroy
Second: Tj Gilmore
Approved by Acclamation

DCBHLT Slate of Officers:
Dr. Derrell Bulls, Chair of the Charter/Bylaws committee proposed a slate of officers including ex-officios for the Denton County Behavioral Health Leadership Team.

Slate of Officers included:
Chair: Judge Barbara Gailey
Co-Chair: Joe Mulroy
Secretary: Juan Rodriguez

Ex Officios:
Judge Doug Robison, 393rd District Court
Gary Henderson, President/CEO United Way of Denton County
Lacrica Olson, Community Impact Director, United Way of Denton County

Motion: Dr. Derrell Bulls
Second: Commissioner Bobbie Mitchell
Motion carried and officers approved as presented.

Lacrica Olson, Community Impact Director shared with the group the current Hartford policy provided by United Way. The Hartford Policy will cover those who are appointed to the DCBHLT with limitations as with other plans. The coverage is available to members as a volunteer of United Way of Denton County. Gary Henderson, also shared additional information as it relates to the coverage. Dr. Kathryn Stream requested a copy of the Declaration page be provided with the meeting minutes (see attached).

Strategic Planning Sub-Committee Update:
Dr. Matt Richardson provided an update from the strategic planning sub-committee. The group met on August 11, 2015. Matt provided an overview of the discussion and next steps. The strategic planning committee will take the work of the workgroups in consideration and how it will best fit it the overall strategic plan on the DCBHLT. Workgroups will be tasked with creating goals and objectives that are measureable and achievable.

As part of the discussion, the sub-committee began to recognize gaps. Commissioner Bobbie Mitchell shared with the group the idea of obtaining input from the end user/consumer. The strategic planning group determined after discussion, there was a need to add an additional workgroup dedicated to the consumer/end user. End users could also be added into existing workgroups as needed. An assessment of needs from those consuming services would be the purpose of the group. It was also recommended that front line workers be considered as a part of the group. The committee would like to recommend to the DCBHLT the addition and activation

of this workgroup. Logistics of the workgroup will be determined. After further discussion, the DCBHLT by consensus agreed to add an additional workgroup dedicated to the end user/consumer.

Dr. Richardson also discussed the vision and mission planning process. The Strategic Planning committee will offer assistance with the creation and crafting of the Vision and Mission, but the DCBHLT will be responsible for the overall formation and approval. The current mission and vison in the bylaws will be amended to reflect the permanent mission and vision. The current written mission and vision in the bylaws is that of the Denton County Citizens Council on Mental Health.

Joe Mulroy also added that the committee discussed the need to have one phone number for an individual to call when in crisis and be connected to services (wrap around). This is part of the community case management system. This should be kept in mind when the team is crafting the mission and vision.

Workgroup Reports/Updates:
Workgroup updates and highlights of individual workgroups were provided by the Chair of each group. A formal written report was provided in the DCBHLT agenda packet. Dr. Matt Richardson provided an update on behalf of the Jail Diversion Workgroup due to the absence of Deputy Randy Plemons. A copy of the workgroup roster for each workgroup was provided to members.

A list of workgroup chairs is as follows:
- Veterans: Mr. Chris Martin, Chair
- Mental Health Court: Ms. Tami Russell, Chair
- Housing: Ms. Terry Widmer
- Jail Diversion: Chief Deputy Randy Plemons
- Child & Family Systems: Dr. Lisa Elliott and Ms. Laura Prillwitz, Co-chairs

Collective Impact:
Due to time constraints the collective impact video link will be emailed to DCBHLT members.

Public Relations/General Discussion:
Joe Mulroy led the group in a discussion on public relations. How do we communicate what we are doing to the community? What mechanisms do we use? As we learn the needs and develop interconnectedness, we will need to communicate to the community. Resources are available, but need to spend more on preventative.

Ideas for public relations:
- Educate community on what behavioral health is. Education component should address stigma as well.
- Website and Speakers Bureau
- Presentations to community and service groups (Rotary, Kiwanis, Lions). Develop a team to conduct presentations.

- Share with the community what is being spent and how they want their money spent?

Community Impact Director Updates: Lacrica Olson, UWDC Community Impact Director provided general Information as it relates to meeting material logistics including updated materials for appointee notebooks, sign in sheets, and workgroup rosters. As updates are made an email will be sent. Lacrica also requested that each member sign the Charter signature page that was sent around during the meeting along with the Code of Ethics.

Lacrica also shared with the team the outstanding work of the workgroups. Each workgroup has meet 1-2 times since the June meeting and working very diligently toward the creation of goals and objectives. There are approximately 75 people serving on the active workgroups.

The meeting adjourned by consent at 9:34 a.m.

Next Meeting: September 17, 2015 @ 8:00 a.m.
United Way of Denton County Office

_____   _____

Secretary   Date

DENTON COUNTY BEHAVIORAL HEALTH LEADERSHIP TEAM
BYLAWS

ARTICLE I NAME

The name of the organization shall be the Denton County Behavioral Health Leadership Team, "DCBHLT".

ARTICLE II MISSION/VISION

To significantly increase mental health access, services, and cohesive and complete treatments in Denton County. (A permanent vision/mission will be developed under the guidance of the Strategic Planning Sub-Committee and adopted by the DCBHLT).

ARTICLE III ORGANIZATION

Section 3.1:   Existence
The period of existence of the Denton County Behavioral Health Leadership Team shall be perpetual beginning June 11th, 2015.

Section 3.2:   Purpose
The purpose of the Denton County Behavioral Leadership Team (DCBHLT) is to convene as a policy making team tasked with improving the planning, coordination, oversight, and implementation required to create systems change, for behavioral health services in Denton County.

Section 3.3:   Fiscal Agent/Backbone Organization
The name of the agent and address of the DCBHLT is:
United Way of Denton County Inc.
1314 Teasley Lane
Denton, TX 76205

United Way of Denton County Inc. (UWDC) will serve as the fiscal agent and backbone organization of the DCBHLT to provide staff, guide vision and strategy, support aligned activities, establish shared measurement practices, build public will, advance policy and mobilize funding. DCBHLT shall serve under the auspices of UWDC. The fiscal year shall follow UWDC and commence on April 1st and end on March 31st.

ARTICLE IV Appointments

Section 4.1:   Appointment
Appointment to DCBHLT is available to eligible entities as set forth below. The membership should represent the geographic, demographic and cultural diversity of Denton County, and to better serve the behavioral health needs of Denton County.

The members of the DCBHLT shall consist of the following entities:

- Denton County Commissioners Court
- Denton City Council
- Lewisville City Council
- Small Cities/Towns
- Health Systems, Hospitals, MHMR, Health Department

- Health Insurance Providers
- Human Systems, ISD's, Higher Education, Law Enforcement, WATCH
- United Way of Denton County

Section 4.2:   Terms of Appointment
Initial appointments of the DCBHLT shall serve a two (2) year term to ensure consistency and maintain a working knowledge of the DCBHLT. Subsequent appointment terms will be developed by the DCBHLT consisting of two (2) and three (3) year terms.

Section 4.3:   Duties of Appointees
To ensure members are actively engaged members are expected to attend 75% of the meetings.

ARTICLE V MEETINGS

Section 5.1:   General Meetings
Meetings of the DCBHLT will be held monthly for a period of six (6) months. DCBHLT members will review the scheduling needs to determine meeting frequency after the initial six (6) months. Meetings of the DCBHLT shall be held at the United Way of Denton County Inc. office. All meetings of the DCBHLT will be open to the public. Meeting agendas and minutes will be made available through the DCBHLT/UWDC website.

Section 5.2:   Special Meetings
Special meetings of the DCBHLT may be called by an executive officer.

Section 5.3:   Notice of Meetings
Notice of meetings shall be provided at least 3 days prior on the UWDC/DCBHLT website, and notification delivered by phone, mail, or email.

Section 5.4:   Chairperson/Co-Chairperson
The DCBHLT shall elect a chair and co-chair to preside over meetings. In the absence of the chair, the co-chair shall preside.

Section 5.5   Secretary
The secretary shall be an elected member of the DCBHLT, and shall be responsible for the written minutes of the DCBHLT.

Section 5.6:   Workgroup Meetings
Workgroup meetings will be held monthly or as needed to conduct the business of the DCBHLT. Additional meetings maybe convened as necessary to meet the goals and objectives of the DCBHLT.

Section 5.7:   Quorum

A simple majority shall be necessary and sufficient to constitute a quorum for the transaction of DCBHLT business.

Section 5.8:   Voting
Each appointee of the DCBHLT shall be entitled to vote in person or electronically if deemed necessary for the transaction of business. In the event of an electronic vote, members will vote accordingly and sufficient documentation will be kept and provided at the next official meeting. Only appointees to the DCBHLT shall have voting rights. Ex-officios and alternates attending meetings on behalf of an absent appointee may not vote.

Section 5.9:   Parliamentary Authority
The meetings of the DCBHLT shall be governed by the parliamentary rules and usages contained in the current edition of the "Roberts Rules of Order" unless otherwise directed within these bylaws.

ARTICLE VI Officers/BHLT Appointees

Section 6.1:   DCBHLT Appointees
The DCBHLT shall consist of no less than fifteen (15) and no more than thirty (33) members. Such number may be increased or decreased by amendment to these Bylaws and the DCBHLT structure.
The DCBHLT shall be composed of appointees from the following entities.

(3-5) Denton County Commissioners Court
(1-2) Denton City Council
(1-2) Lewisville City Council
(1) Small Cities/Towns
(3-7) Health Systems, Hospitals, MHMR, Health Department

(1-2) Health Insurance Providers
(4-8) Human Systems, ISD's, Higher Education, Law Enforcement, WATCH
(1) United Way of Denton County

Section 6.2:   Eligibility
To be eligible a person must be appointed by one of the above name entities as outlined **in Article 6 Section 6.1** and possess strong business, policy, or health background.

With regards to appointments:
- Cities/Towns should identify a council member, senior staff, executive, or community member;
- Non-profit organizations should identify a board member;
- Higher Education should identify a senior level representative;
- All others should identify a board member, or senior level representative

Appointees are expected to remain actively engaged and report to the appointing agency/organization on an ongoing basis to ensure accurate communication. In the event an appointee is not fulfilling their role, the DCBHLT will request a new appointee from the appointing agency/organization.

Section 6.3   Officers
Officers of the DCBHLT are eligible for two consecutive one (1) year terms. Elections will be held during the 1st meeting in June.

DCBHLT shall call for a nominating committee to be formed to present a slate of officers annually.

Section 6.4:   Chair
The Chair shall preside at all meetings of the DCBHLT and shall exercise leadership to ensure the goals and objectives of the DCBHLT are carried out. He/She shall have the powers and duties of supervision and management as it pertains to the office of Chair. The Chair shall serve a one year term and be elected each year.
1. The Chair shall convene and manage meetings;
2. The Chair shall set the agenda;
3. Represent the DCBHLT at meetings;
4. Assure compliance with Roberts Rules of Orders

Section 6.5:   Co-Chair
The Co-Chair shall assist the Chair in the leadership of the DCBHLT. The Co-Chair shall serve a one year term and be elected each year. The duties of the Co-Chair include, but not limited to the following:

1. Perform all duties of the Chair in the absence of the Chair, and when so shall have all of the powers and duties of Chair.
2. Prepare to succeed to the office of the Chair in the event of the Chairs resignation or vacancy.

Section 6.6:   DCBHLT Secretary
The secretary shall be an elected member of the DCBHLT, and shall be responsible for the written minutes of the DCBHLT. The Secretary shall serve a one year term and be elected each year.

Section 6.7   Past Chair
The past chair, shall be an elected member of the DCBHLT, and will serve in an advisory capacity to ensure continuity of operations.

Section 6.8   DCBHLT Ex-Officios
The DCBHLT shall appoint ex-officio members as appropriate. Ex-officios will offer input, but will abstain from voting on matters of the DCBHLT.

Section 6.9:   DCBHLT Workgroup/Sub-Committee Chairs
Workgroups/Sub-committees shall provide ongoing reports and recommendations to the DCBHLT to ensure ongoing communication and leadership as it relates to the overall goals and objectives of the DCBHLT.

Section 6.10:   Resignation of DCBHLT Appointees
Any member of the DCBHLT may resign at any time by giving written notice to the Chair at least 30 days in advance, and by notifying the appointing authority.

Section 6.11:   DCBHLT Vacancies
Vacancies shall be filled by the appointing agency/organization within 30 days of the vacancy and approved during the next regularly scheduled meeting.

Section 6.12:   Compensation of Officers/BHLT Appointees
The officers/appointees shall not receive a salary or compensation.

Section 6.13:   DCBHLT Workgroups/Subcommittees

The workgroups/subcommittees of the DCBHLT are defined by the DCBHLT as deemed appropriate and necessary. Additional workgroups may be added and disbanded as needed.

- Veterans
- Housing
- Mental Health Court
- Jail Diversion
- Crisis/Detention/Commitment

- Child and Family Systems
- Integrated Care
- Workforce
- Community Case Management

ARTICLE VII AMENDMENTS

The Bylaws may be amended by a two-thirds vote of the DCBHLT members present at any regular or special meeting. Recommendations shall be submitted to the DCBHLT at least thirty (30) days prior to consideration.

ARTICLE VIII NON-DISCRIMINATION

The members, officers, directors, committee members, employees and persons served by DCBHLT shall be selected entirely on a non-discriminatory basis with respect to national origin, race, religion, color, sex, marital status, ancestry, sexual orientation, people with disabilities, age or veterans status.

ARTICLE XI CONFLICT OF INTEREST

Any appointee who benefits financially, directly or indirectly as a result of an action/vote must abstain from the action/vote. A "benefit" shall include the possibility, or appearance, of personal financial gain to the appointee. A benefit occurs when the member or a person in the member's immediate family, and/or a partner or other business associate, and or their employer stand to gain financially from the action/vote.

ARTICLE XII Confidentiality

It is the policy of the DCBHLT and workgroup members to annually review the conflict of interest and confidentiality form. A copy of this form will be distributed to all DCBHLT appointees and workgroup members for signature.

DCBHLT Secretary

8-25-15
Date

Denton County Behavioral Health Leadership Team (DCBHLT)
Charter

Context:
Texas ranks 50th in the nation for the amount it spends per person for mental health care. Inadequate state funding puts the burden on local resources, and leads to increased rates of incarceration and higher use of public hospital emergency rooms, homeless shelters, and the foster care system. Denton County is one of the lowest funded counties in the state of Texas.

A significant number of persons who are incarcerated in Texas and in the Denton County jail are receiving behavioral health services. Currently, the jail serves as the # 1 mental illness inpatient facility, which law enforcement recognizes that many of those do not belong.

MHMR is the designated local mental health authority for Denton County. MHMR is currently serving clients over capacity based on funding.

Important steps have been taken especially in the area of understanding the impact of mental health on a community. Progress is also being made with Veterans, with an increase an awareness and funding resources available. Additionally, there is strong community support in Denton County to address behavioral health, and system flaws, which should be capitalized to ensure that the creation and implementation of a fully functioning behavioral health leadership team is in place to serve as the single point of accountability.

Purpose:
The Denton County Behavioral Health Leadership Team is tasked to convene as a policy making team to improve the planning, coordination, oversight, and implementation required to create systems change, for behavioral health services in Denton County.

Composition and Roles:
The DCBHLT shall consist of no less than fifteen (15) and no more than thirty-three (33) members. Such number may be increased or decreased by the DCBHLT.

The DCBHLT shall be composed of appointees from the following entities.

(3-5) Denton County Commissioners Court appointees
(1-2) Denton City Council appointees
(1-2) Lewisville City Council appointees
(1) Small Cities/Towns appointee

(3-7) Health Systems, Hospitals, MHMR, Health Department appointees
(1-2) Health Insurance Providers appointees
(4-8) Human Systems, ISD's, Higher Education, Law Enforcement, WATCH appointees
(1) United Way of Denton County appointee

Officers:
The DCBHLT will have a chair, co-chair, secretary, past chair (after 1 year) and ex-officio members.

Workgroups/Sub-committees: The DCBHLT will define workgroups and sub-committees as deemed appropriate and necessary. Workgroups/Sub-committees will meet outside of the regularly DCBHLT meeting schedule and provide reports to the DCBHLT.

Resources and Support:
United Way of Denton County Inc. (UWDC) will serve as the fiscal agent and backbone organization of the DCBHLT to provide staff, guide vision and strategy, support aligned activities, establish shared measurement practices, build public will, advance policy and mobilize funding.

Operations:
To ensure members are actively engaged, members are expected to attend 75% of the meetings. Meetings of the DCBHLT will be held monthly for a period of six (6) months. DCBHLT members will review the scheduling needs to determine meeting frequency after the initial six (6) months.

Meetings of the DCBHLT will be held at the United Way of Denton County Inc. office and be open to the public. Meeting agendas and minutes will made available through DCBHLT/UWDC website.

The meetings of the DCBHLT shall be governed by the parliamentary rules and usages contained in the current edition of the "Roberts Rules of Order".

Deliverables:
1. Selection of the following officers:
   - Chair
   - Co-Chair
   - Secretary
   - Past Chair
2. Development of Bylaws
3. Development of a comprehensive strategic plan addressing initial priority areas with outcome measures.
4. Develop a community based behavioral health system.

Adopted Date _____

Charter verified by signature of DCBHLT members.

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Denton County Behavioral Health Leadership Team
Code of Ethics Policy

Volunteers, Staff, and Representatives

The Denton County Behavioral Health Leadership Team (DCBHLT) volunteers, staff and representatives are committed to ensuring the highest ethical standards within the organization and the community. The success of DCBHLT and the reputation it maintains depend upon the ethical conduct of everyone affiliated with the organization. Volunteers, staff and representatives set an example for each other and for all community organizations by their pursuit of excellence in high standards of performance, professionalism and ethical conduct.

While no one document can cover all of the challenges that may arise, the Code of Ethics (Code) communicates key guidelines and will assist volunteers, staff and representatives in making good decisions that are ethical and in accordance with applicable legal requirements.

I. **Personal and Professional Integrity**
A personal commitment to integrity in all circumstances benefits each individual as well as the organization. We therefore:
    A. Strive to meet the highest standards of performance, quality, service and achievement in working towards the DCBHLT mission.

    B. Communicate honestly and openly and avoid misrepresentation.

    C. Promote a working environment where honesty, open communication and minority opinions are valued.

    D. Exhibit respect and fairness toward all those with whom we come into contact.

II. **Accountability**
The DCBHLT is responsible to its stakeholders, which include appointing organizations, donors and others who have placed faith in our collaborative. To uphold this trust, we:
    A. Promote good stewardship of all DCBHLT resources, including time, talent and treasure. This includes contributions, fees, grants and pass-through money as well as physical resources and the gift of time that is given to DCBHLT.

    B. Refrain from using organizational resources for non DCBHLT purposes.

III. **Solicitations and Voluntary Giving**
The most responsive contributors are those who have the opportunity to become informed and involved. We therefore:

A. Promote voluntary giving with donors and vendors.
B. Refrain from any use of coercion in fundraising activities.

IV. Conflicts of Interest

Any appointee who benefits financially, directly or indirectly as a result of an action/vote must abstain from the action/vote. A "benefit" shall include the possibility, or appearance, of personal financial gain to the appointee. A benefit occurs when the member or a person in the member's immediate family, and/or a partner or other business associate, and or their employer stand to gain financially from the action/vote.

In order to avoid any conflict of interest or the appearance of a conflict of interest, which could tarnish the reputation of DCBHLT and its affiliates, or undermine the public trust in the organization, volunteers and other representatives will:

A. Refrain from activities that might be construed as a direct conflict of interest to the DCBHLT.

B. Refrain from attempting to influence the selection of staff, consultants or vendors who are relatives or personal friends or affiliated with, employ, or employed by a person with whom they have a relationship that adversely affects the appearance of impartiality.

C. DCBHLT Members should not knowingly take any action, or make any statement, intended to influence the conduct of DCBHLT in such a way to confer any financial benefit on themselves, their immediate family members or any organization in which they or their immediate family members have a significant interest as stakeholders, directors or officers.

D. Disclose all known conflicts or potential conflicts of interest in any matter before the DCBHLT.

E. Members of the DCBHLT shall annually file a disclosure of all known and potential conflict of interest. This will remain on file for three years.

V. Confidentiality and Privacy

Confidentiality is a hallmark of professionalism. We therefore:

A. Ensure that all information, which is confidential, privileged or nonpublic, is not disclosed inappropriately. Abide by all rules and regulations as it relates to protected personal identifying information.

B. Respect the privacy rights of all individuals in the performance of their DCBHLT duties.

VI.   Political Contributions
The DCBHLT encourages individual participation in civic affairs, however DCBHLT may not make contributions to any candidate for public office or political committee and may not intervene in any political campaign on behalf of or in opposition to any candidate for public office.

VII.   Guidance and Disclosure
Volunteers, staff and representatives are encouraged to seek guidance concerning the interpretation or application of this Code of Ethics. Any known or possible breaches of the Code of Ethics should be disclosed to the DCBHLT Chair.

DCBHLT CODE OF ETHICS POLICY
SIGNATURE PAGE

Disclosure of any Conflict of Interest:

As a member of the Denton County Behavioral Health Leadership Team, (DCBHLT) and volunteer of the United Way of Denton County, I hereby fully disclose below all known and potential conflicts of interest to the DCBHLT. This notice will remain on file for three years.

Please list any conflicts of interest here:

_____
_____
_____

Please sign and return the signature page only. You may keep pages 1-3 of the Code of Ethics for your notebook.

I have read the Denton County Behavioral Health Leadership Team Code of Ethics and affirm that I will abide by them in the fiscal year of **April 1, 2015 through March 31, 2016.**

_____
Print name and relationship with Denton County Behavioral Health Leadership Team (appointee/workgroup)

_____
Signature and Date

Return this form to Lacrica Olson, or email it to Lacrica@unitedwaydenton.org, or mail it to United Way of Denton County * 1314 Teasley Lane * Denton, TX 76201
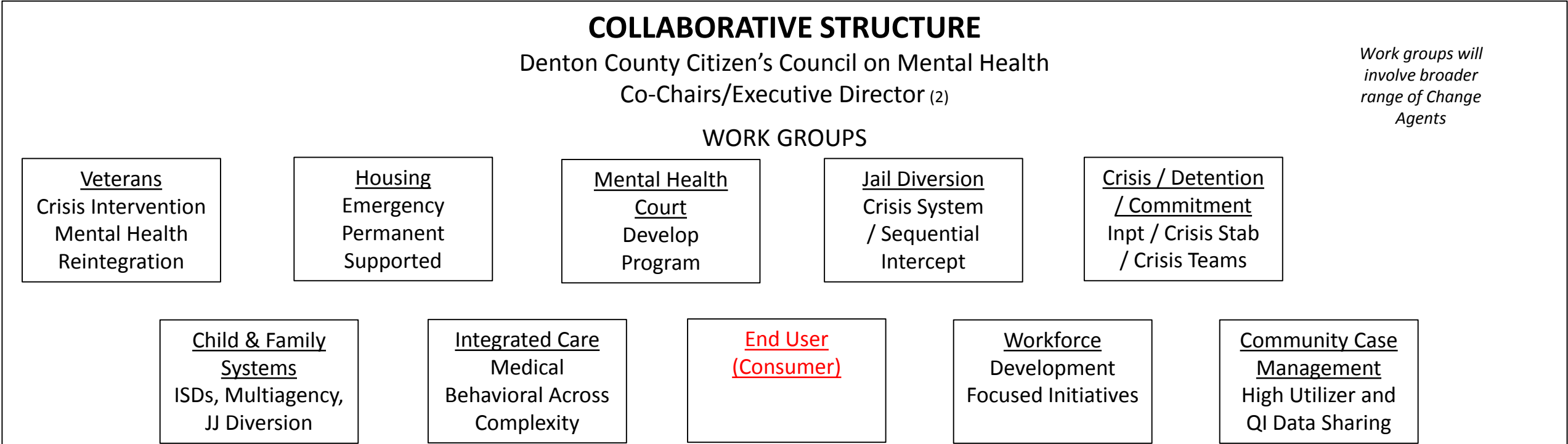
Denton County Citizens Council On Mental Health - NEXT STEPS

Denton County Commissioners Court	Denton City Council	Lewisville City Council	Small Cities/Towns Coalition	Health Systems Hospitals, MHMR, Health Department	Health Funders Insurance Providers	Human Systems ISDs, Higher Ed., Law Enforcement, Housing, WATCH	United Way of Denton County
(3 - 5)	(1-2)	(1-2)	(1)	(3-7)	(1-2)	(4-8)	(1)

DENTON COUNTY BEHAVIORAL HEALTH LEADERSHIP TEAM

serves as the County oversight committee (1)

15 - 28 Total Members

Individuals may serve on multiple work groups

COLLABORATIVE STRUCTURE

Denton County Citizen's Council on Mental Health

Co-Chairs/Executive Director (2)

WORK GROUPS

Work groups will involve broader range of Change Agents

Veterans	Housing	Mental Health Court	Jail Diversion	Crisis / Detention / Commitment
Crisis Intervention Mental Health Reintegration	Emergency Permanent Supported	Develop Program	Crisis System / Sequential Intercept	Inpt / Crisis Stab / Crisis Teams

Child & Family Systems	Integrated Care	End User (Consumer)	Workforce	Community Case Management
ISDs, Multiagency, JJ Diversion	Medical Behavioral Across Complexity		Development Focused Initiatives	High Utilizer and QI Data Sharing

1 – Chartered by political entities, formal reporting, accountability

2 – Transition from voluntary Co-Chairs to professional staff position developed between Denton County Health Department and United Way of Denton County

Amended 8/20/15

Denton County Behavioral Health Leadership Team Meeting Schedule:

Date	Time	Location
8/20/15	8:00 a.m-9:30 a.m.	United Way of Denton County 1314 Teasley Lane, Denton
9/17/15	8:00 a.m-9:30 a.m.	United Way of Denton County 1314 Teasley Lane, Denton
10/15/15	8:00 a.m-9:30 a.m.	United Way of Denton County 1314 Teasley Lane, Denton
11/19/15	8:00 a.m-9:30 a.m.	United Way of Denton County 1314 Teasley Lane, Denton
12/17/15	8:00 a.m-9:30 a.m.	United Way of Denton County 1314 Teasley Lane, Denton
1/21/16	8:00 a.m-9:30 a.m.	United Way of Denton County 1314 Teasley Lane, Denton

LIVE UNITED
United Way

United Way
of Denton County, Inc.

DCBHLT Workgroup Reports

September 2015

WORKGROUP NAME: CHILD AND FAMILY SYSTEMS WORKGROUP

CHAIR NAME: LISA ELLIOTT, PH.D. AND LAURA PRILLWITZ

Meeting Summary (provide meeting date, and items discussed during meeting)

The Child and Family Systems Workgroup met on Friday, September 4th. The workgroup reviewed the key issues from previous meetings and began discussion of short-term and long-term goals. The workgroup identified the need for additional education to create more effective and thorough goals and objectives.

Short-term action items

The Child & Family Systems Workgroup established an additional meeting this month, September 18, to discuss Systems of Care. Sheri Hammack, the Project Director of the Texas Systems of Care, Office of Mental Health Coordination with the Texas Health and Human Services Commission will be presenting how to implement successful Systems of Care. See attached.

Accomplishments

Multiple short-term and long-term goals were explored, but not yet established. Possible goals include:

Short term: (1) Increase collaboration amongst providers: Involvement of other agencies to collaborate (schools, juvenile justice, CPS, etc.; funding to pay providers outside of normal business hours; awareness, handbooks, lunch and learn, touchpoints; better understanding of how each system works (rules, regulations, contacts); education vignettes.

(2) Creation of a CASA like program for juveniles: Seek information on cost, training, and volunteers. Workgroup will invite a local expert to the October meeting. Workgroup will explore other juvenile justice systems.

Short/Long Term Goal: Creation of a Mass Media Campaign that targets families and children to help de-stigmatize mental illness.
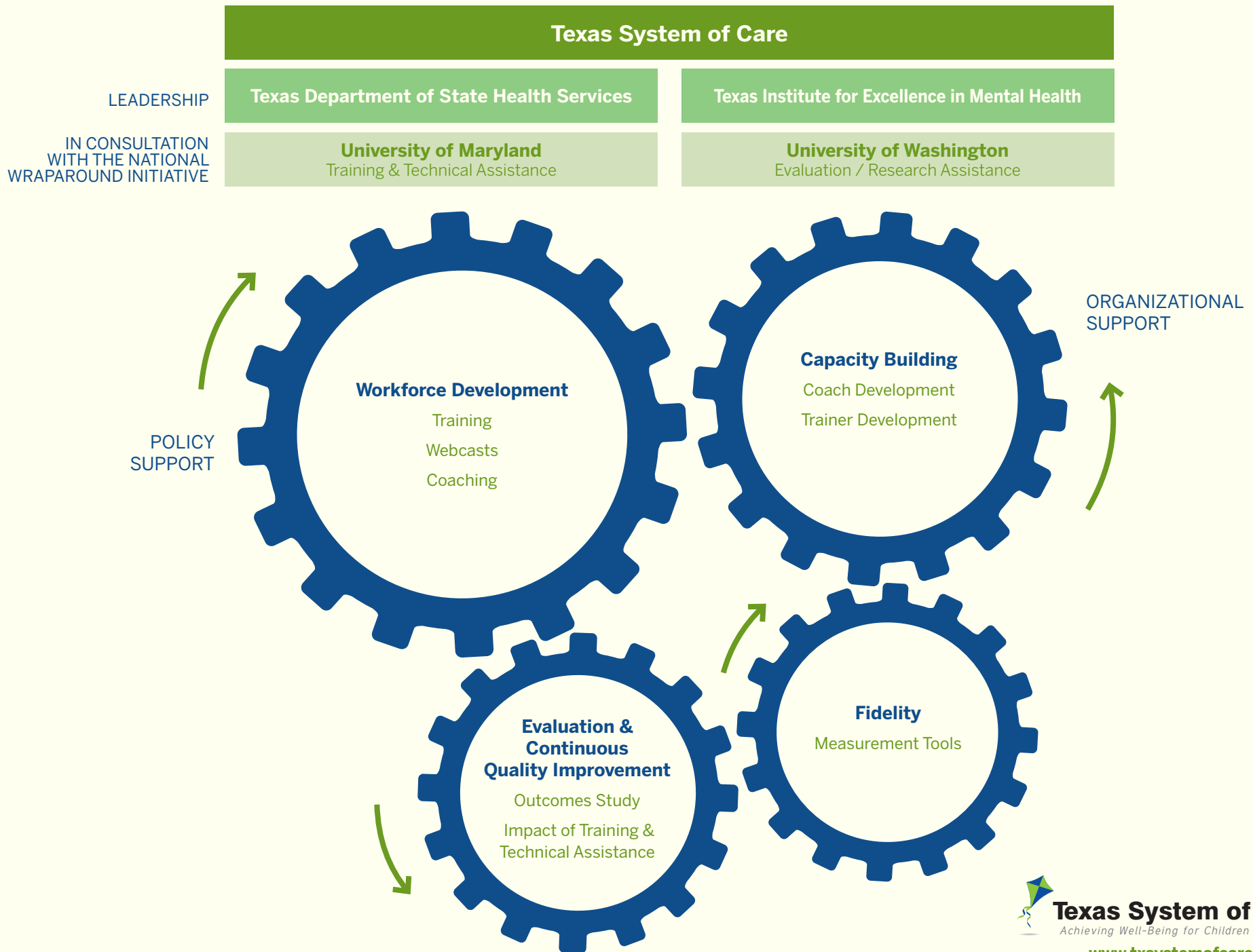
Long Term Goal: Implementation of Systems of Care

Concerns

None identified at this time.

Wraparound in Texas: A Powerful Engine
Infrastructure for Statewide Implementation

Texas System of Care

LEADERSHIP

Texas Department of State Health Services	Texas Institute for Excellence in Mental Health

IN CONSULTATION WITH THE NATIONAL WRAPAROUND INITIATIVE

University of Maryland Training & Technical Assistance	**University of Washington** Evaluation / Research Assistance

Workforce Development

Training

Webcasts

Coaching

Capacity Building

Coach Development

Trainer Development

Evaluation & Continuous Quality Improvement

Outcomes Study

Impact of Training & Technical Assistance

Fidelity

Measurement Tools

POLICY SUPPORT

ORGANIZATIONAL SUPPORT

Texas System of Care
Achieving Well-Being for Children and Youth

www.txsystemofcare.org

Wraparound Defined: The wraparound practice model is a promising approach targeting children, youth, and families with severe emotional or behavioral needs. Based in an ecological model, wraparound draws upon the strengths and resources of a committed group of family, friends, professionals, and community members. Wraparound mobilizes resources and talents from a variety of sources resulting in the creation of a plan of care that is the best fit between the family vision and story, team mission, strengths, needs, and strategies. The team meets over time to implement this plan, monitor its effectiveness and work towards success.

Workforce Development

The goal of the workforce development effort is to help enhance the state's wraparound efforts through standardized training and targeted coaching. The workforce development initiative utilizes the curriculum developed by the Institute for Innovation and Implementation at the University of Maryland through the National Wraparound Initiative (NWI).

Training:
Introduction to Wraparound (3 days), Engagement in Wraparound (1 day) and Intermediate Wraparound (2 days) are all targeted to wraparound facilitators and their supervisors. Additional course: Advanced Training for Supervisors (2 days).

Coaching:
Onsite and virtual coaching on the wraparound process is provided using tools developed by NWI. Coaching is targeted to supervisors of wraparound facilitators and assists in ensuring skill attainment toward high fidelity wraparound.

Wraparound Learning Collaborative:
Monthly web-based meetings are held with wraparound facilitators and supervisors to share ideas, discuss barriers, and recognize best practices.

Online Training:
Three web-based training modules are available that provide an overview of wraparound, discuss wraparound team member roles and provide an overview of the state's 1915(c) Medicaid waiver.

Coaching Observations:
Measurement of facilitator skill development is conducted at all agencies engaged in wraparound coaching, using The Coaching Observation Measure for Effective Teams (COMET), developed by NWI.

Capacity Building

In-state Coach and Trainer Development:
The goal is to develop a pool of local (in-state) coaches and/or trainers certified by NWI to provide ongoing training, coaching and technical assistance to facilitators and supervisors of wraparound throughout Texas. The development of certified coaches/ trainers includes participation in didactic and experiential workshops, technical assistance and feedback on skills development and graduated responsibility for the coaching role. Currently, eleven coaching/training candidates, with ethnic and geographic diversity, have been selected from across the state and are participating in advanced training and coaching with NWI to become certified coaches.

Evaluation and Continuous Quality Improvement

Texas is developing the infrastructure to evaluate the quality of wraparound provided across the state and the outcomes of children, youth, and families who participate in wraparound planning. This information will support state and local quality improvement and data-informed decision making.

Outcomes Monitoring:
In collaboration with the University of Washington, the outcomes of youth and families participating in wraparound are being evaluated. The Texas Child and Adolescent Needs and Strengths (CANS) assessment is used throughout the state and additional outcome measures are being collected at select organizations.

Impact of Training & Technical Assistance:
Ongoing evaluation of the training and technical assistance provided in consultation with NWI is being conducted.

Fidelity

Texas is establishing infrastructure for ongoing fidelity review of wraparound. Wraparound fidelity will be primarily measured by the Wraparound Fidelity Index, Easy Version (WFI-EZ), with opportunities for additional measurement using the Team Observation Measure (TOM), or Wraparound Fidelity Index (WFI.

Learn More

To learn more about wraparound efforts in Texas, please visit the Texas System of Care website at **www.txsystemofcare.org**.

Texas System of Care
Achieving Well-Being for Children and Youth

DCBHLT Workgroup Reports

September 2015

WORKGROUP NAME: HOUSING

CHAIR NAME: TERRY WIDMER

Meeting Summary (provide meeting date, and items discussed during meeting)

The Housing workgroup met on August 13th and is scheduled to meet again Sept 21st. At the August meeting the group completed a SWOT analysis and began a discussion to formulate a work plan and short term goals. See attached SWOT Analysis.

Short-term action items

The first short term action item identified by the group is to formulate and compile data regarding availability of housing and an assessment of housing needs which will drive the formulation of both short term and long term goals.

Accomplishments

The group is considering the use of an inventory to compile while also taking into consideration the results of the previously distributed inventory from the Housing for the Homeless Task Force Survey. Giving Hope has also completed a survey which will be incorporated. Dr. Alonzo Peterson will present data collected from Giving Hope at the 9/21/15 meeting.

Concerns

Identifying habitable housing that is accessible for those who have barriers to housing such as substance abuse, and prior convictions.

Coordination of issues leading to evictions and inaccessibility to housing through a case management system.

DCBHLT Housing Workgroup
SWOT Analysis

STRENGTHS	WEAKNESSES	OPPORTUNITES	THREATS
Access to Denton Housing Authority & Dallas Housing Authority	Data collection (unaccompanied vs accompanied) (school versus PIT data) *youth not counted in PIT data only counted by the McKinney Vento Survey*	Growing awareness of homelessness	Need to ACT vs Talking
Homeless and Domestic Violence Shelter	Undocumented (data collection and lack of knowledge regarding eligibility for families	Creative housing solutions for those with mental illness (support services)	Lack of education and stigma surrounding homelessness *(NIMBY: Not In My Back Yard)*
Increased in food services	Education for all involved (agencies, regulating authorities, law enforcement, legal system)	Elected official support of problem	Service capacity (transient vs. resident)
MHMR Permanent Housing Program	Lack of services for substance users (detox center)	Increase in services (Sanger, Krum, northern portion of county,)	Funding
Good communication; working knowledge of organizations/service agencies	Awareness and education of programs and services available) *(i.e. County Dental Services located at DHA office)*	Collaborative Partnerships (Churches, University)	Rising costs (property and market rate rents)
Relationships (coalitions, workgroups, etc.)	Housing for those with prior evictions and felony convictions	Education around fair housing (Domestic Violence & LGBT)	Next Steps: Scale and capacity
Increase awareness of homelessness for youth and adult, (local, state and national level)	Need for additional homeless services in the county (outside of Denton)	Sharing successes of current program and initiatives to the community	Untapped resources

Sharing of databases (Hope, Salvation Army, Solutions, Denton Affordable Housing, First Refuge)	Transportation	Landlord education programs (referral source to other agencies prior to eviction)	Lack of affordable housing
Funding (City has funding that is being used, but not enough)	Lack of job opportunities (living wage)	Case Management (Formal and Coordinated)	
		Training and understanding of the population dynamics (good and bad) of those seeking services (Domestic Violence, Substance Abuse, Undocumented, etc.)	

DCBHLT Workgroup Reports

September 2015

WORKGROUP NAME: JAIL DIVERSION

CHAIR NAME: RANDY PLEMONS

Meeting Summary (provide meeting date, and items discussed during meeting)

The group met on 9/10/15 to review preliminary goals set during the August meeting, and to begin discussion on the pre and post screening process. Suicide service call data was also presented by the City of Denton PD and City of Lewisville PD.

The group also identified a set meeting schedule for October-Jan 2016.

Future Meeting Dates: Oct. 7, 2015 @ 9am, Nov.4, 2015 @ 9am, Dec. 2, 2015 @ 9am, and Jan. 6, 2016 @9am.

Short-term action items

During the October meeting, the group will hear from County Jail Staff on the step by step explanation of the Pre Screening Process in a correctional setting including a review of forms.

The goal of the pre and post screening process project and enhancement, is to identify the population of people to potentially divert from jail, while also enhancing precautions when warning signs present themselves.

The group will use what is learned as part of the pre and post screening process to develop goals and objectives for the discharge planning project.

Accomplishments

Began in depth review of Pre/Post Screening Processes in correctional setting. Emphasis at this time will be on the Pre Screening.

Concerns

Ensuring that necessary paperwork and forms can still meet statute requirements when streamlining the process, to make more efficient.

Time it takes to change processes.

DCBHLT Workgroup Reports

September 2015

WORKGROUP NAME: **MENTAL HEALTH COURT WORKGROUP**

CHAIR NAME: **TAMI RUSSELL**

Meeting Summary (provide meeting date, and items discussed during meeting)

The group met on August 20, 2015 and discussed further progress on the status of the new Mental Health Court. The court has one active participant and another to enter the court on 08/24/15. Three other cases are pending evaluations and review by the Mental Health Court Team for appropriateness for court participation. The group also discussed the use of Interns with Mental Health Court and other specialty courts in Denton County and resistance of Denton County CSCD to let interns assist. The group also discussed wrap around system that would be beneficial in assisting mental health consumers and court participants, and other issues that are obstacles for mental health consumers such as housing and employment.

Short-term action items

Continue to receive updates on current Mental Health Court participants

Creating awareness on the purpose of a Mental Health Court

Housing for court participants and others experiencing mental illness

Employment for court participants and those with mental illness. Need for a list of employers who will employ.

Accomplishments

Court team was successful in negotiating a less costly psychological evaluations for those interested in applying to the court.

Court to have 2nd participant and 3 others pending with in the month of September

Concerns

Need for housing and employment opportunities for participants

Approval and use of interns within the court

Need for case managers

DCBHLT Workgroup Reports

September 2015

WORKGROUP NAME: VETERANS COMMITTEE

CHAIR NAME: CHRIS MARTIN

Meeting Summary (provide meeting date, and items discussed during meeting)

Meeting conducted 27 Aug 2015 at the United Way with 11 members present. The committee's focus for this meeting was on peer to peer programs available to Veterans in Denton County and how to expand the capacity, access, and awareness of these programs. Peer to peer networks have proven to be very effective tools for helping Veterans with PTSd, as an individual treatment means or as a component of a treatment program.

The Texas Legislature funded the Military Veteran Peer Network (MVPN) to train peer mentors and establish peer to peer networks throughout the State. In Denton County, MVPN essentially contracts with MHMR. We currently have two peer to peer meetings each week -- one for male Veterans in Lewisville on Thursdays, and another for female veterans in Denton. We believe that if more Veterans were aware of the program, if it were more distributed across the County, and if there was an increased frequency in meeting times, there would be a much greater demand and usage rate. For instance, using a model like AA, meetings could be held in a set location at various times throughout the day to allow for Veterans to attend based on their schedule.

In addition to face to face peer meetings, some of the peer interaction is conducted either via telephone calls or Skype. However, due to the limited number of peer to peer mentors currently active in the program, this program is limited.

One of the ideas explored is the establishment of a "Veterans Day" program throughout the County that brings all veteran services to a given location on a set day each week. For instance, the team would meet at Sanger on Mon, in Denton on Tues, Wednesday in Flower Mound, Thurs in Pilot Point, and then in Lewisville on Friday. On that day, the host organization would provide a location for peer to peer meetings to occur throughout the day, office space for case managers to meet with Veterans and their families, and a briefing area to provide updates on Veterans programs.

The committee also recognizes a need for a Veterans Resource Center to bring all Veterans programs together in one location as a long term goal.

There is also a need to address PTSd for spouses and children of Veterans. Quite often, they suffer from many of the same effects as the Veteran. Treatment programs need to be made available to them also.

Short-term action items

Expand awareness of peer to peer programs in Denton County

Increase the number of peer to peer mentors in the County

Find hosts (churches, Veterans service organizations, etc.) throughout the County to sponsor peer to peer meetings

Accomplishments

Gained understanding and awareness of existing Veteran peer to peer programs and existing gaps for these services in the County.

Began development of strategic plan components for peer to peer network growth.

Next meeting (24 Sept) will focus on professional counseling services available to Veterans in Denton County.

Concerns

Developing a program that can be resourced throughout the County or supported by non-profit entities.

Increasing the number of peer to peer mentors in the County.

Finding locations that can support peer to peer meetings across the County.

Establishing a Veteran resource Center in Denton to consolidate all Veteran services / programs

<div style="background:#6699cc;color:white;font-weight:bold;padding:6px;">VENDOR BACKGROUND AND QUALIFICATIONS</div>

Overview

OneEach Technologies has been in business since 1999. The owners began the business after developing a website for their local Red Cross. Soon it followed that they were managing websites for over 100 Red Cross organizations. The company's mission is, "To become the worldwide leader of website development for nonprofit organizations and small businesses by developing and providing products that help them help others."   Over the years the business has grown to serve almost 1000 nonprofit businesses from around the world.

National Partnership with United Way Worldwide and Unity Worldwide Ministries

Brand and brand compliance are important aspects of the work of OneEach Technologies. This has been shown time and again in our partnerships with national organizations such as United Way and Unity. In the case of United Way, OneEach Technologies now hosts over 400 of the 1200 United Way websites across the world. We offer 12 different United Way approved website designs for our customers to choose from. With over 100 Unity websites we also offer 7 different themes that are brand approved.   The customer growth within each of those organizations is due to the positive website experiences of our customers and continual word of mouth recommendations.

Beyond our National Partnerships

OneEach Technology designs and develops websites that are geared towards all types of nonprofit organizations. Our product is easy to update and our unlimited support and training and highly regarded.

References

Homeless Network of Yakima County http://www.yakimahomeless.org Tim Sullivan, 509-759-7993, tim.sullivan@yvcog.org

Unity Worldwide Ministries http://unityworldwideministries.org   Rev. Kristen Preud'homme, 816-434-6871, kpreudhomme@unity.org

United Way of Santa Cruz County https://www.unitedwaysc.org Keisha Frost, (831) 479-5466, kfrost@unitedwaysc.org

	24/7 Hosting, Support & Monitoring
	Server Management
	Regular Security Updates
★	Nightly Data Backups
	POP3 Email Accounts
	Domain Registration/Renewal
★	Calendar
	Shopping Cart
★	eNewsletter integration with Constant Contact, Mail Chimp or other tool – Subscribe integrated
★	Easy to update content management system
★	Easy Menu Navigation (3 unique side menus available)
★	Forms – robust online form tool
★	Image Library – organize your images
★	Image Optimization
★	Photo Album
★	Login Page by Category: Board Member/Volunteers/Staff/etc. (3 secured areas included)
★	Data Management Software included in the website (CiviCRM)
★	Web Traffic Stats - Google™ Analytics
★	Video embedded via a third party tool
★	RSS News Feeds Available
★	Integrates with a variety of payment processors including PayPal, Authorize.net and First Data
★	Event Registration/Management – Robust online event and class registration with reminders
★	Online Fundraising – including Crowdfunding pages –
★	Member Management
★	Opinion Polls
★	Website Search
★	PCI Compliant
	Blogging
★	Share Feature
	Clean URL's
	Search Engine Friendly
	Fast Loading
★	CAPTCHA – Form Spam Security
	Multiple Admin Accounts
★	Rotating/Scrolling Banners
★	Social Media Integration
★	Responsive Designs Available
	Unlimited Training and support

SAMPLE PROJECT PLAN – PROJECT MANAGEMENT PROCESS

1. A customer requests to purchase a website.
2. An invoice for Design, Development and Annual Fees are sent to the customer via email (customer can mail a check or pay via credit card online).
3. Once payment is received, the customer is set up in our Project Management System (Basecamp), contacted via email with login information, and then assigned a Project Manager.
4. We then begin communication with the customer through the Project Management System. The customer will be updated continually through the entire website development process. (Please note: All of our staff monitors each customer project and jumps in as needed to address any questions or concerns.)
5. The customer provides us with the necessary information needed for their website development including creating the website design. (The design process includes an initial design meeting to get ideas and branding guidelines from the customer, design draft 1 review, design draft 2 review and a final design draft 3 review at which time any remaining adjustments are sent to the programmers along with the design to be converted into a working temporary domain – the design process usually takes 3-6 weeks depending on the responsiveness of the customer with design instructions.)
6. When the website is scheduled for development, we use a slot-based development schedule. Each customer is scheduled in the next available open development slot. Production time can vary depending on a number of factors. Currently, we are running 6-8 weeks from payment. When the time slot is reached, our developers work, for the most part, exclusively on that site until completion.
7. We then launch the website on a temporary domain with placeholder content and images.
8. The customer is notified that site access is available and is provided admin login information to the site so they can begin adding content.
9. Along with the site-access notification, the customer is notified of our upcoming training webinars. This allows them to schedule a time close to the launch so they'll be able to jump right in and be comfortable with adding new content.
10. Prior to taking the website live, the customer will continue regular communication with their Project Manager to include getting the domain transfer information, Google Analytics code, Payment Processor Information, enewsletter log in and any other special features that need to be incorporated.
11. When ready, the customer requests to be added to the calendar to take their website live. We recommend at least one week notice so that we can make sure that the necessary domain information is in place.
12. The website goes live. Our Quality Control Officer reviews the site to make sure everything is functioning correctly and works with our team to correct any concerns that might arise.
13. The Project Manager follows up with the customer to make sure all is going well. Typically the basecamp project is closed about 2 weeks after the site goes live and the customer is educated about how to use our support system to receive unlimited training and support.

CLASS REGISTRATION – EVENT REGISTRATION MODULE

OneEach Technologies websites are integrated with a data management tool known as CiviCRM. The class/event registration piece is robust and includes, early registration rates, custom fields, automated reminders, exportable reports and more.

Here is an example page: http://unitedway-demo.oneeach.org/civicrm/event/register?id=66&reset=1

Project Investment Breakdown – OPTION 1

- **Design Fee $890 –** This one time cost covers 3 drafts of a design while getting it ready to go to programming. Our team works with you and your branding guidelines to create a robust fully responsive website design. (You provide your logo, colors and design likes and dislikes – just like you have - and our team will give you a draft to work from and tweak prior to programming.

- **One time Development fee of $1290 -** This is a onetime fee for the specific website configuration for your website. We will build in Google Analytics and tools such as DisQus for blogging, Add This to allow online sharing, interface with your Constant Contact or an e-newsletter tool into your website. We will set up hosting of your domain and security and back ups for your website tool

- **Annual fee of $1290 for the website**. We charge a flat annual fee to include: hosting, server security updates, monitoring, unlimited training, unlimited support. While the majority of the website updates can be made by your staff, some more advanced changes will require a support ticket and our staff will make these changes for you within 24 hours.

- **Potential additional costs include**:
  - Content Transfer move – moving your existing content from your current site, as is, to the new website will cost $10 per page. This is an optional service, you can choose to move your own content.
  - Site Maintenance Package – pay our staff to update your website for you, it's a prepay service at a rate of $50 per hour.

Project Investment Breakdown – OPTION 2

- **Develop a Sub Theme for your Existing Website – one time cost of $1,500 –** This would be a set of pages that have a different look and a different menu, but are technically under the same domain. This means that while www.dentoncountybhlt.org would go to it's landing page – the page would look more like an internal page and the url at the top would change to indicate unitedwaydenton.org/bhlt (or something like that). There is no separate website and no additional annual fee, on the one time cost of set up – it becomes a part of your current package.

Contract Terms and Conditions

View our terms and conditions at http://oneeach.com/terms There is no contract to sign. Payment of the Development Fee is acceptance of our terms and conditions.

CONCLUSION

Thank you for the opportunity to design and develop your website. To help answer any questions you might have and to provide a more accurate picture of our product, we encourage setting up a webinar to demonstrate our tool. Allyson James is our Vice President of Customer Relations and also a former United Way Executive Director. She is your contact, her information is provided below. Thank you again.

OneEach Technologies RFP

OneEach Technologies   Contact Person

PO Box 51450   **Allyson James,** Vice President of Customer Relations (a former UW Director & customer)

Mesa, AZ 85208   Direct phone number: 866-325-2507

1-866-241-6655   allyson@oneeach.com

Website RFP

Introduction – One of our Collective Impact Initiatives has gathered serious momentum and is looking for its own web-presence separate in both URL and look-and-feel from UnitedWayDenton.org, but still managed by United Way of Denton County as the backbone organization.

Program Overview — The Denton County Behavioral Health Leadership Team (Denton County BHLT) was established in Feb. 2015 to significantly increase mental health access, services, and cohesive and complete treatments in Denton County. The Denton County BHLT is a quasi-governmental body of appointees from local governments, health care and insurance providers, and other important Denton County organizations.

Our Audience — Our primary audience consists of people in local and state governments, healthcare-related institutions, and influential community members who have a major say in forming public opinion and policy – some of this audience will already be present on the Denton County BHLT, some will be initially uninvolved. Our secondary audience is community members who acknowledge mental health as a significant community issue that demands a collective solution and are seeking to contribute. Our tertiary audience is community members who do *not* acknowledge mental health as a significant community issue.

New Website Objectives — Our objectives for our website are:

1. Support the Denton County BHLT meetings and workgroup meetings throughout the year with a centralized resource for meeting materials as well as an open-records compliant archive of meeting minutes and notes.
2. Create both public awareness and impetus for action about mental health in Denton County, converting our Tertiary Audience to our Secondary Audience and leveraging our Secondary Audience to assist our Primary Audience in accomplishing the Denton County BHLT's goals.

Current Website — Currently, the Denton County BHLT's web presence is hosted directly on UnitedWayDenton.org. There are no technical or structural issues of concern with the current arrangement, but team members have asked for a separate, dedicated website with separate branding.

New Website Functionality Requirements / Desires — At a minimum, we will require from your "Tell us more about your project" list:

- Custom Design
- Content Management System
- Website Hosting
- Online Downloadable Files
- Webforms and Opinion Polls

We are hoping to establish our new website on www.DentonCountyBHLT.org – Ideally, we would like the same capabilities and back-end as we currently use on UnitedWayDenton.org to simplify website maintenance and provide virtually the same capabilities as our current website. Administrators of the new website will be Gary Henderson, Lacrica Olson and Teddy Yan.

Timeline – Our due date for a response is Sept. 9 so that we can include it in a Sept. 10 agenda for the Denton County BHLT to consider.

Denton County Behavioral Health Leadership Team
Website Cost Comparisons

Item	OneEach Cost	OneEach Notes	GoDaddy Cost	GoDaddy Notes
Website Design	$ 890.00	Managed through Basecamp Interface	$ 999.99	
Responsive Design	$ -	Cost included in Design Fee, PC / Tablet / Smartphone	$ -	Cost included in Design Fee, PC / Smartphone, no tablet
Website Programming	$ 1,290.00	Managed through Basecamp Interface	$ -	Unavailable through GoDaddy*
First Year Setup Costs	*$ 2,180.00*		*$ 999.99*	*Plus unknown programming costs*
Annual Fee	$ 1,290.00	(at discounted Local United Way rate)	$ 179.88	($14.99 a month as advertised)
Design Maintenance	$ -	Included in Annual Fee, through OneEach Support	Unknown	Unknown hourly rate (industry avg. = $59/hr)
Prog. Maintenance	$ -	Included in Annual Fee, through OneEach Support	Unknown	Unavailable through GoDaddy
SSL Certificate	$ -	Included in Annual Fee	$ 299.99	
Malware Scaning	$ -	Included in Annual Fee, unlimited	$ 83.88	Limited pages, additional fees for manual malware removal
Secondary DNS	$ -	Included in Annual Fee, managed by OneEach	$ 35.88	No support included
Domain Name	$ -	Included in Annual Fee	$ 215.88	
Virtual Server	$ -	Included in Annual Fee, unlimited space	$ 1,799.88	240 GB of space
Static IP	$ -	Included in Annual Fee	$ 71.88	
Nightly Backups	$ -	Included in Annual Fee, managed by OneEach	$ -	Unavailable, FileZilla (ad-ware) recommended
Support System	$ -	Ticket system with Nicole, Jeff, Emily and Ryan**	$ -	Online chat or Phone support - no ticket or e-mail
Total Annual Cost:	$ 1,290.00	No additional fees encountered in 3 years of service	$ 2,687.27	Additional fees accrued after certain criteria met / exceeded

* Items marked with stars on Page 3 of OneEach RFP are provided by OneEach, and if not obtained through OneEach, these items would have to be created by a paid programmer.

** Nicole and Jeff = Day-to-day website support. Emily = Website programming. Ryan = Domain Name System management.