

# Behavioral Health Planning Council

## Executive Committee Meeting Minutes

Monday, March 2, 2026  
1:00 PM–2:00 PM CT  
Virtual (Microsoft Teams)

### Attendance:

**Members present:** Tania Zerr, Chairperson; Richard (“Rich”) Smith; Andrea Hochhalter; Melanie Gaebe.

Members absent: Kurt Snyder

**Others Present:** Monica Haugen, Behavioral Health Division (BHD) Liaison and Janell Regimbal, Facilitator/Recorder

**Welcome and Call to Order:** Tania Zerr, Chairperson called the meeting to order and requested roll call at 1:00 PM. A quorum was confirmed.

### Agenda Approval – March 2, 2026

**Motion** by Melanie Gaebe moved, second by Rich Smith to approve the March 2, 2026, agenda as presented. Motion carried unanimously.

### Approval of Past Meeting Minutes – February 20, 2026

**Motion by** Melanie Gaebe, second by Rich Smith to approve the February 20, 2026, meeting minutes as presented. Motion carried unanimously.

### Review of DRAFT April BHPC Agenda for Consideration

Janell Regimbal presented a draft agenda framework for the April BHPC quarterly meeting, requesting guidance before initiating speaker outreach and scheduling.

Besides standard agenda elements, the meeting will include introductions of three new BHPC members, who recently completed orientation. Janell recommended including a concise advocacy/legislative update within general business, reflecting activity since December (including the Rural Health Transformation-related special session impacts and the Executive Committee’s recent discussion with Alvarez & Marsal). The admin time will also include the second reading and planned full Council approval: Letters of Support policy/procedure.

A mini-World Café format will be used to advance strategic plan discussion. The agenda will have a children's focus. Invited guest topics will include: Children's Cabinet update and discussion re: alignment with BHPC priorities; children's placement capacity: QRTP/PRTF transition impacts and "hard-to-place" youth; pediatric/primary care engagement with behavioral health supports (PMHCA grant reporting focus). Feedback received at the December meeting as to flow and approach will be incorporated.

### **Next Steps Plan for Cross Disability Waiver Advocacy Efforts**

A drafted written statement consolidating BHPC themes from prior Council discussion (including December BHPC meeting discussion and Executive Committee follow-up) regarding cross-disability waiver planning was provided. Alvarez & Marsal noted written comments could be submitted through the project website. The document could also serve as talking points for future public comment. Consensus was the draft captured and organized BHPC concerns effectively and supported submitting it as formal written input. As a public entity it was suggested BHPC may also wish to post or link the submission on the BHPC website to support public-facing communication. The Executive Committee discussed whether full Council approval was required prior to submission. Janell clarified that under BHPC policy and the Executive Committee's advocacy role, the Executive Committee may proceed so long as the submission reflects themes already expressed by the full Council and does not introduce materially new positions. Members agreed the content was aligned with prior Council discussion, Sharing the submission as part of the April general business advocacy update would keep the full Council informed. The Chair will proceed with submission on behalf of BHPC.

### **Finalization of Letters of Support Policy/Procedure**

Regimbal reviewed the letters of support policy/procedure package, focusing on revisions suggested at the December Council meeting. Two primary edits are now reflected in the supporting materials: clarifying that meeting the criteria checklist does not guarantee approval, preserving Executive Committee discretion; and updating the request form to require applicants to describe how the request advances system-level behavioral health improvements (e.g., quality, access, coordination).

Regimbal proposed including a standing agenda item for letter-of-support requests (with "no business" noted when applicable), enabling timely handling within notice requirements. Executive Committee members agreed the approach was reasonable.

Members revisited prior discussion regarding whether to publicly advertise the availability of letters of support, noting there was no full consensus. It was suggested streamlining access by posting the request packet and process on the BHPC website. This discussion related to public advertisement of the process will be brought to the full Council in April for final approval; includes time for brief discussion of practical next steps (including whether and how to post the request materials online) after adoption.

**Adjourn** The Chair adjourned the meeting at approximately 1:56 PM CT.