

South Dakota Health Professionals Assistance Program  
2017 Meeting of the Program Service Committee- Meeting Minutes

Date: August 30, 2017

Time: 10:00 a.m.-12:00 p.m. CST

Location: Midwest Health Management Services  
4109 S. Carnegie Cir.  
Sioux Falls, SD 57106

1. **Call to Order and Roll Call**- Meeting called to order at 10a.m. on August 30, 2017. Gloria Damgaard, Francie Miller, Brittany Novotny, Kari Shanard-Koenders, Maria Piacentino and Amanda McKnelly
2. **Agenda Approval:** G. Damgaard moved to approve the agenda, seconded by K. Shanard-Koenders. Agenda was approved by unanimous voice vote.
3. **Executive Session pursuant to SDCL 1-25-2 (4, 5)**- B. Novotny called to move into executive session, seconded by G. Damgaard. Was entered in at 10:12 a.m. and public resumed at 11:45 a.m.
4. A motion was made by G. Damgaard to approve the SD HPAP Treatment provider list, seconded by B. Novotny.
5. A motion was made by K. Shanard-Koenders to approve the SD HPAP Evaluation Committee Members, seconded by B. Novotny.
6. Discussion of the SD HPAP policy and procedure and to look at adding a grievance procedure with the Evaluation Committee. Will bring back to next meeting.
7. Discussion to look at having a formal outside entity do an evaluation of the HPAP Program. Will bring vendor options to the next meeting.
8. Next meeting scheduled for December 1, 2017 at 10:00 a.m. CST.
9. **Meeting adjourned at 12:15 p.m.**