

Organizational Development & Management Systems

Kim Govak | May 8, 2023



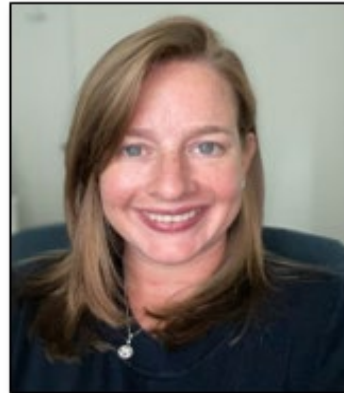
PWI/EPOC Team at Advocates for Human Potential (AHP)



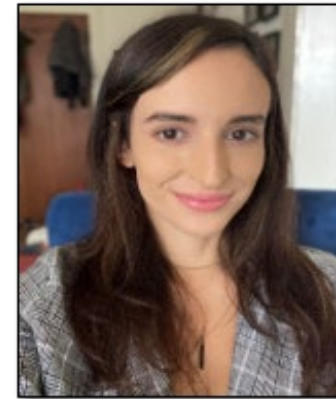
Kathleen West
Project Director



Tammy Bernstein
Deputy Project Director



Kate Cox
Operations Manager



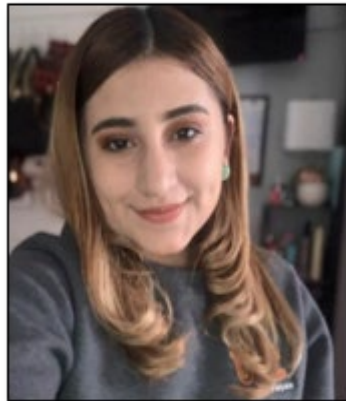
Kayla Halsey
BHWD Data Manager
PWI/EPOC Projects Coordinator



Brett Hall
Grantee Liaison Lead



Marques Davis
Grantee Liaison



Rosy Larios
Grantee Liaison



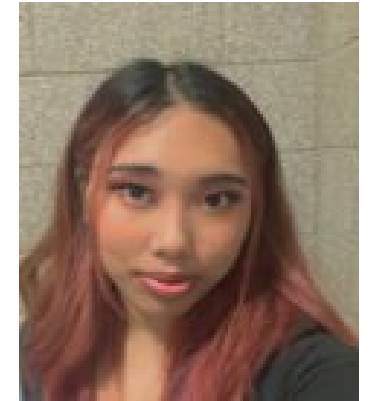
Neyat Tefery
Grantee Liaison
& Ops Specialist



Raven Nash
Grantee Liaison



Caitlin Storm
Quality Assurance



Vic Walker
Operations Specialist

Kimberly Govak

Born and raised in Paterson, New Jersey, Kimberly is a woman in long-term recovery since 2006. She became interested in working in the recovery field, with a special interest in non-clinical recovery support, on her educational path toward clinical practice. She is a National Certified Peer Recovery Support Specialist (NCPRSS) and Certified Peer Recovery Specialist (CPRS) and has been trained in Community Reinforcement and Family Training (CRAFT). Kimberly has had the honor of being the Director of a regional Recovery Community Organization (RCO) in southern New Jersey and has trained many individuals to embark upon careers within the recovery support sector.

Kimberly has received various awards for her commitment to advocacy and working towards solutions in the community including an NCADD-NJ (now NCARR-BH) Advocacy Leader award and the Courage and Compassion Outstanding Peer Leadership award from the New Jersey Association of Mental Health and Addictions Agencies (NJAMHAA).





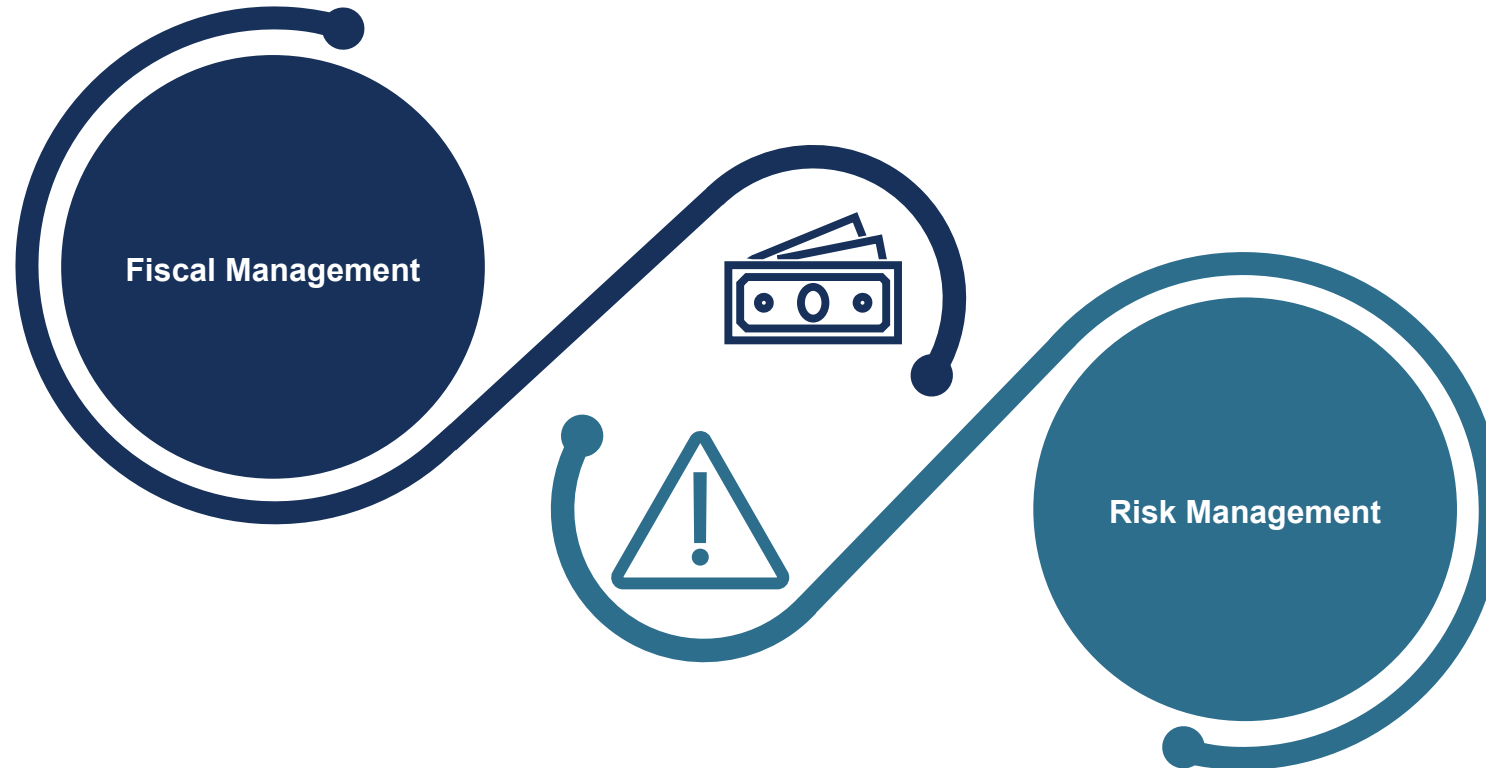
Learning Objectives

Upon completion of today's webinar, participants will:

- Identify elements of management systems, such as fiscal and risk management.
- Examine their organization's current adherence to national standards for Management Systems.
- Apply the knowledge gained from this webinar to improve organizational policies, procedures, and processes.

Organizational Development & Management Systems

Is the organization a good steward of financial resources, accountable to the recovery community, funders, and donors in its use of funds?



Does the organization have safety and security protocols in place to protect staff, participants, program records, finances, and reputational risk?



What does Fiscal Responsibility look like?

Drop your response in the chat.

Fiscal Management

Responsibility to Funders

- Effective stewards of financial resources

Responsibility to Community

- Transparency

Financial literacy that reflects a dedication to equity in policy and practice

- Equal Opportunity

Internal Administrative Obligations

- Accurate Financial Records



Fiscal Management

Strategic Planning for Use of Funds

- Goals and Objectives

Spending Responsibilities

- Organization's Financial Situation and Priorities

Preparation of Budget Plans

- Estimate, forecast, Allocate, Monitor



Fiscal Management

Communicating Financial Reports

- Clear, Concise Language

Identifying and implementing new sources of revenue

- Research, Research, Research

Evaluating and ensuring that equity is considered in all financial decisions

- Define Equity





**How would you know an
organization is Fiscally
Responsible?**

What would you look for?



What kinds of risks do organizations face?

Drop your response in the chat.

Risk Management

What is Risk Management?

➤ Effective Risk Management

Identify potential risks early

➤ Identify the Scope, Brainstorm

Develop a Risk Management Plan

➤ Plan approach in dealing with risk

Participatory Process involving key partners

➤ Engage, engage, engage



Risk Management

Identify Goals and Objectives

- Identify context of the risk management effort

Determine optimal outcomes

- Management or Reduction?

Explore and document efficiency of risk responses

- Keep records of actions taken

Communicate the results of any risk mitigation to key partners

- Clear, concise, transparent





How would you know an organization manages risk appropriately?

What would you look for?

A blurred background image showing several people in a meeting or classroom setting. Their hands are raised, suggesting an interactive session or a Q&A period. The image is partially obscured by a white curved shape that frames the text.

Questions?

References & Resources

References

- [Core Standards: Summary \(v1.1\) - The Council on Accreditation of Peer Recovery Support Services \(CAPRSS\)](#)

Resources

- *Financial Management*. (2023). MCN_CMS. <https://www.minnesotanonprofits.org/resources-tools/principles-practices-for-nonprofit-excellence/financial-management>
- [Government Finance Officers Association](#) of the United States and Canada <https://www.gfoa.org/best-practices>
- The [Institute of Risk Management](https://www.theirm.org/what-we-say/thought-leadership/international-risk-management-standards/) <https://www.theirm.org/what-we-say/thought-leadership/international-risk-management-standards/>



Thank You