

MONTHLY BOARD MEETING MINUTES

July 27, 2015

Mental Health Board

Members in Attendance

Bond, Yvonne
Dickinson, Will
Stanners, Sharon
Thickens, Theresa

Absent Members

Cleveland, Cheryl
Holmes, Jim
Jarvis, Debra
O'Meara, Janet

Staff and Guests

Abrahamson, Twylla
Bartely, David
Bauman, Maureen
Cook, Jennifer
Cowen, Jeff
Jones, Janna
Knecht, Richard
Osborne, Marie
Mottaghian, Parivash

Welcome and Introductions

Theresa Thickens, Chairperson of the Mental Health, Alcohol and Drug Board (MHADB), called the meeting to order at 6:15 p.m. Members and guests were welcomed and introductions were made.

❖ Board Protocol (Non-Board Member Participation) – Read

- This item is designed to clarify, for new attendees, the role of non-board members and their participation while attending the Mental Health, Alcohol and Drug Board (MHADB) meetings.
- The MHADB encourages public input in all of its meetings. In order to facilitate this, we allow for public input two times – once at the beginning of the agenda and once at the end. These times are for those items that do not appear on the agenda. For items that are on the agenda, the Board will allow time for input from the public at the time the item is heard by the Board. Input guidelines are as follows:
 - a. *All remarks shall be addressed to the Board as a body and not to any member of the board or staff.*
 - b. *No person, other than a member of the Board and the person having the floor shall be permitted to enter into any discussion without the permission of the chairperson.*
 - c. *For items not on the agenda, each person is limited to three (3) minutes of comment during the Public Comment Period(s.)*
 - d. *For items on the agenda, each person is limited to five (5) minutes of comment during the agenda item, unless time is extended by the chairperson*
 - e. *For items on the agenda, if there is a person speaking on behalf of a group, with no other comments by another member of that group, please identify yourself as such and your time may be extended at the pleasure of the chairperson.*
 - f. *Total discussion time on any item may be limited by the chairperson to ensure that all of the business on the agenda is completed no later than 8:00 p.m.*

❖ Guest Speaker: Jennifer Cook, Program Supervisor, Children's System of Care – Mental Health Services Act (MHSA)

Prevention and Early Intervention (PEI) Programs

- Distributed and reviewed: 1) Placer County Mental Health Service Act Program Description; and 2) Mental Health Services Act Program Flow Chart (FY 14-17 Final).
- Ms. Cook talked about the required three-year planning process; the new three-year MHSA plan began October 1, 2014.
- The focus of the discussion is on the Prevention and Early Intervention (PEI) component of the MHSA in Placer County.
- Provided a brief description of the four major areas in PEI.
- In October, the PEI budget doubled from approximately \$1 million per year to \$2 million a year.
- In FY 13-14, over 5,000 people were served with more direct services and thousands more with indirect services.
- Highlighted Mental Health First Aid training, targeting youth, veterans, law enforcement, etc., used to get out a clear message to the public on the signs and symptoms of mental health and substance use disorders. It's considered the CPR for mental health.

- Largest area with a significant need/unable to address is the older adult population who suffer from isolation and depression.
- Expecting outcomes late August/September.

Secretary/Treasurer's Report

Approval of the June 22, 2015 Regular Board Meeting Minutes – Approved minutes as distributed.

Approval of Treasurer's Reports – \$1,500 - Amount budgeted for Fiscal Year 2014-15.

1. Expenditures for the month of June included: \$49.98 – food purchased. End balance of \$551.31 and is accepted as presented.
2. \$1,500 – Amount budgeted for Fiscal Year 2015-16.

Standing Committee Reports

- ❖ Executive Committee
 - No action taken.

- ❖ Alcohol and Drug (AOD) Committee – Sharon Stanners on behalf of Debra Jarvis
 - Amy Ellis was in attendance and provided ideas to Ms. Stanners on outreach efforts and creating more visibility of the Board.

- ❖ Quality Improvement – Theresa Thickens
 - Test calls to be submitted to Marie Osborne, Maureen Bauman or Twylla Abrahamson. Test calls are extremely important for the quality review process.
 - Triennial reviews are coming up the beginning of November. During this intensive process, 20 charts (10 from ASOC and 10 from CSOC) will be pulled for review by auditors to ensure everything is done as it should be. They also look for evidence that we have policies and procedures in place as well as cultural competence plans and quality assurance.
 - Discussed processing and due dates for both the Data Notebook and the Fiscal Year 2014-15 Annual Report to the Board of Supervisors.
 - Annual Report reminder – committees' rough draft of annual report is due by: **September 1, 2015**.
 - Data Notebook – see *New Business*.

- ❖ Children's Committee – Will Dickinson
 - Richard Knecht and Will Dickinson toured Sierra Native Alliance and reviewed the programs.
 - Work with native and Hispanic individuals.
 - The Promatores are under the umbrella of Sierra Native Alliance for services related to substance abuse.
 - Much of the focus is on the White Bison program – substance use program for both adult and youth.
 - Those from a federally recognized tribe they can serve as an advocate in court proceedings.
 - Committee met with Anno and Loren Nakai and Flying Eagle and discussed the Native Youth Conservation Corps for high school youth. Offer wrap-around services for individuals with mental health and substance abuse issues, conduct welfare checks on the homeless, currently building a sweat lodge (ceremonial activity).
 - A lot of the Indian youth don't feel confident with their heritage.
 - Identified some of the challenges related to kids in foster care.

- ❖ Adult Services Committee –Yvonne Bond reported on behalf of Janet O'Meara
 - Finalizing the committee's piece for the FY 14-15 Annual Report to the Board of Supervisors.
 - Conducted a couple site visits to Turning Point to talk about issues.
 - Level of competency of staff and their ability to carry out case management and treatment.
 - Reviewed contract and identified services required to be performed, which is something they are working on.
 - Turning Point has been listening to the committee's concerns/requests and trying to address them.
 - The committee requested to see Turning Point's quarterly reports, understanding that they cannot see patient information per HIPAA.

BOS-Representative

- ❖ Supervisor, Jim Holmes reported on the following: Absent

Correspondence and Announcements

- ❖ Theresa Thickers, reported on the receipt of the following:
 - Nothing to report.

Director's Report

- ❖ Maureen Bauman reported on the following (*Director's Report sent electronically*):
 - Jeff Cowen's application goes to the BOS September 1, 2015.
 - Identified staffing changes:
 - Cyndy Bigbee promoted to a manager in charge on Older Adult Services (In-Home Supportive Services, Public Guardian, Adult Protective Services and Senior Peer Counseling).
 - Parivash Mottaghian is the new program manager coming from Solano County and will oversee Quality Improvement (System of Care, Managed Care manager).
 - Richard Knecht has been loaned to the Department of Social Services in a transformational manager position. He'll be working on a statewide level to help children get more services. Twylla Abrahamson will be the interim Director for CSOC.
 - Tammy Moss Chandler is the new Health and Human Services (HHS) Assistant Director to Jeff Brown, HHS Director.
 - MHSA Innovation – Steering Committee decided that the innovation focus will be on the population of homelessness and to develop a program, in conjunction with the MHSA Oversight and Accountability Commission (MHSAOAC), a full-service partnership type of program for people who are not severely mentally ill but that have mental health issues or mental health and co-occurring issues. We want to reach the population that is not quite as ill and needs some assistance to get back on their feet again.
 - Next steps include development of a plan, posting the plan, MHADB to hold a public hearing, sent to MHSAOAC for approval, ending with a request for proposal process to select providers for the services.

Unfinished Business

- ❖ Recruitment/Visibility (*Standing Agenda Item*)
 - Executive Committee discussed how successful Supervisor Holmes's newspaper editorial was as a recruitment tool.
- ❖ Ad Hoc Committee Report Back (Mission/Vision)
 - Putting together a three-minute speech on who we are and what we do.
 - Ms. Thickers primary focus is on recruitment and visibility of the Board
 - Noted there are a number of vacancies on the MHADB, which need to be taken care of.
 - Would like to see more community members participate on committees.
 - The ad hoc committee put together a document - Placer County MHADB, identifying the vision, mission and goals (distributed electronically). This is a starting point for discussions.
 - Looking at making it into a trifold flyer, in color.
 - Requested input from members and the public now and prior to the next board meeting.
 - Feedback received from members and the public:
 - Modify the section – “Become a voting board member” to better highlight those the Board is seeking.
 - Add point of contact, phone number (staff), website and email address.
 - Inclusion of a benefit statement (what's in it for me).
 - Under “Our Vision,” change the word “provide” to assure or promote.
 - Ideas for recruitment and increasing visibility are welcomed.
 - Janna Jones will send the electronic document to members.
 - Participate in making the system more understandable
 - Table the item until full Board input is received.
- ❖ Review Forms: Service Assessment Face Sheet, Service Assessment Checklist and Notice of Contact
 - Briefly reviewed each of the forms.
 - Service Assessment Checklist - makes nice boiler plate for someone presenting to the Board.
 - Notice of Contact – important to keep track the information of who went where and provides insight to visibility and recruitment.
 - Start using the forms and they can be modified as we go along.
 - Recommending a log is kept of member contacts.

- ❖ California Association of Local Behavioral Health Boards and Commissions Update
 - Approved an action to pay the \$500 membership fee but need additional information regarding the updated application/invoice from Janet O'Meara.
 - Table item until next meeting.
- ❖ Department of Health Care Services Short-Term Residential Treatment Program Protocol
 - Maureen Bauman provided the document to help members better understand what a crisis residential program is.
 - The document identifies what specifically the state expects the services to be in a short-term crisis residential. The document is a checklist to evaluate the program.

New Business

- ❖ Guest Speakers/Trainings for FY 15-16
 - Identified additional speakers/trainings.
 1. Aegis to present on methadone treatment - understanding more how a methadone program works for treatment. Hope to include the prevalence in the use of heroine.
 2. Committee members to each bring at least one topic they would like to present on or have a presenter.
 3. Conservatorship.
 4. Patient Rights Advocate.
 5. California Association of Local Behavioral Health Boards and Commissions.
 6. At the retreat, it was decided to not have a speaker/training at each meeting. This will allow a committee, struggling with an issue, to bring it forward along with an expert to discuss and process with the full Board.
 - Requested to receive materials for any canned presentation prior to the presentation to allow time to review.
- ❖ 2015 Data Notebook
 - The Data Notebook, this year, is asking about two areas that Ms. Bauman thought the Board would be interested in looking at: 1) what you do about people that are in locked facilities; and 2) co-occurring issues.
 - Normally, at the annual retreat, the MHADB members are asked for input on information that was specifically requested in the data notebook.
 - Since this process didn't take place at the this year's retreat, Marie Osborne and Theresa Thickers will send out an email to the MHADB to solicit input on specific items related to the 2015 Data Notebook (distributed electronically).
 - The QI Committee is handling the response on the data notebook and will report this information to the state - California Planning Council, which is the advisory body at the state level for mental health services.
- ❖ Contract [**Action Item**]
 - Maureen Bauman provided an overview of the below contract. Contract available for review upon request.
 - Grant Agreement with the US Department of Housing and Urban Development.

Sharon Stanners made a motion to approve the above contract, Yvonne Bond seconded. Motion approved.

Board Member Comments

- ❖ Will Dickinson noted he forget to include Jeff Cowen in the committee meeting and apologized.

Public Input

- ❖ None

Adjournment

- The meeting was adjourned at 8:03 p.m.
- Monday, August 10, 2015 at 4:00 p.m. is next Executive Committee meeting (ASOC).
- Monday, August 24, 2015 is the next Board meeting taking place in the HHS Adult System of Care Large Conference Room, 11533 C Avenue (Dewitt), Auburn.

Secretary/Treasurer, Mental Health, Alcohol and Drug Board