

MONTHLY BOARD MEETING MINUTES

May 20, 2016

Mental Health Board

Members in Attendance

Bond, Yvonne
Dickinson, Will
O'Meara, Janet
Stanners, Sharon
Thickens, Theresa

Staff and Guests

Abrahamson, Twylla
Bauman, Maureen
Cataldo, Lisa
Jones, Janna
Osborne, Marie

Absent Members

Bartley, David
Holmes, Jim

Welcome and Introductions

Theresa Thickens, Chairperson of the Mental Health, Alcohol and Drug Board (MHADB), called the meeting to order at 1:26 p.m. Members and guests were welcomed in the retreat and introductions were made.

❖ Board Protocol (Non-Board Member Participation) – *Not 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.*

Secretary/Treasurer's Report

- **Approval of the April 25, 2016 Regular Board Meeting Minutes** – Minutes approved as distributed.
- **Approval of Treasurer's Report - \$1,500 - Amount budgeted for Fiscal Year 2015-16.**
Expenditures for the month of April include: \$55.12 - food purchased, leaving a balance of \$347.50. Balance is accepted as presented.

Standing Committee Reports

- ❖ ***Executive Committee*** – Theresa Thickens
 - No action taken.
- ❖ ***Alcohol and Drug (AOD) Committee*** – Sharon Stanners
 - Reviewed/discussed in the annual retreat/workshop; nothing additional to report.

- ❖ **Quality Improvement (QI) Committee** – Theresa Thickens
 - Reported on the productive meeting she and Sharon Behrens had regarding mental health in schools (joint project - QI and Children's Committee).
 - They met with the superintendent of public schools, the director of the Special Education Local Planning Area, and the chair of the superintendents' commission for the Office of Education.
 - Agreement reached on the report going to the Board of Supervisors and some future collaboration.
- ❖ **Children's Committee** – Will Dickinson
 - Nothing to report.
- ❖ **Adult Services Committee** – Janet O'Meara
 - Nothing to report.

Board of Supervisor (BOS)-Representative

- ❖ Supervisor, Jim Holmes reported on the following:
 - Not in attendance.

Correspondence and Announcements

- ❖ Theresa Thickens reported on receipt of the following:
 - California Association for Local Behavioral Health Boards and Commissions.
 - Janet O'Meara reminded members about the upcoming meeting taking place June 17th and 18 in Ontario. She will be attending as a Regional Coordinator.
 - There is another spot available for member to attend.
 - Another meeting is scheduled for October (date to be determine), taking place in Folsom.
 - Recovery Happens Event takes place Saturday, September 17th. The MHADB has been invited and encouraged to participate.
 - Members attending: Theresa Thickens and Sharon Stanners.
 - Theresa Thickens will send out a reminder.

Director's Report

- ❖ Maureen Bauman reported on the following: (*hard copy provided*)
 - Provided an update on the BOS 5150 Resolution. Two changes are being made in ASOC's process for designating and authorizing people to put holds in place and release holds in designated facilities.
 - Adding Licensed Professional Clinical Counselor, a new license designation, to have the same authority as the other licensed people.
 - Identified additional licensed staff (beyond psychiatrists) as professionals who can release a hold.

Unfinished Business

- ❖ Recruitment/Visibility (*Standing agenda item*)
 - Theresa thickens reported on her attendance at the Western Placer County Fire Chiefs Association and, as a result of this meeting, identified an individual interested in joining the board.
 - Two individuals were interviewed at the Executive Committee meeting - Lisa Cataldo and another individual who unfortunately had to step down.
- ❖ Update on proposed changes to the MHADB Bylaws
 - Residency in county is not currently addressed in the bylaws but is in the W&I Code. It was noted that before out-of-county public interest members can sit on the board, all five supervisorial districts must be covered.
 - No change required to bylaws, already included.
 - Second change under consideration is the number of required membership - changing from 15 to 10, which also affects the requirements for various categories to be adjusted. If changed to 10, we would be required to have two consumer, three family and five public interest members.
 - Third change under consideration is term limit exception when a vacancy exists. If someone is interested in remaining after their term expires, if majority of board votes to keep the person for an additional year, the term limit exception could be applied. With this exception, we could keep the person for an additional year.

- Include language related to AB1424. Consumers are exempt from the prohibition of having employment with an employer as described in AB1424.
 - Maureen Bauman has already drafted the language for inclusion.
 - Question of adding a procedure for dismissal of someone from the board if deemed necessary. If someone on the board is disruptive, counterproductive or not appropriate for the board – should there be clause that allows for dismissal.
 - Theresa Thickers will email the draft with proposed changes to Executive Committee for review, followed by action on next meeting's agenda.
 - Question was raised as to whether there is a protocol to assess the interest of the BOS representative.
- ❖ Fiscal Year 2016-17 Budget Contracts (ASOC/CSOC)
- Maureen Bauman asked members if they would be interested in seeing both ASOC and CSOC's individual pages, which are contained in the budget document that just lists the contracts and what they are funded for in the current year.
 - Document will be brought to the next meeting.

New Business

- ❖ Vote on Appointment of Lisa Cataldo (Family Member) to the MHADB [Action Item]
- The Executive Committee interviewed Ms. Cataldo and recommends her appointment to the MHADB.
 - Ms. Cataldo shared information about herself and why she wants to join the board.
- Janet O'Meara made a motion to accept the appointment of Lisa Cataldo to the MHADB, Yvonne Bond seconded. Motion approved.**
- ❖ Fiscal Year 2015-16 Annual Report to the Board of Supervisors
- First draft to be completed and submitted by July 14, 2016. Each committee's draft can be included in the July MHADB meeting packet, allowing time for members to review and make recommendations. We can then finalize, vote, and submit the final report in August.
 - Theresa Thickers will send an email reminder: First full draft of each committee's report due by July 14th to Janna Jones.
 - Note: ASOC staff can assist.
- ❖ Slate of Officers
- Theresa Thickers reported on the nominating committee's discussion with members and proposed the current officers remain in place as follows:
- Chairperson: Theresa Thickers
 - Vice-Chairperson: Sharon Stanners
 - Secretary/Treasurer: Yvonne Bond
 - Voting to take place in the June meeting.
- ❖ Contracts [Action Item]
- Maureen Bauman provided an overview of the below.
 - Community Mental Health Services Block Grant Application for Fiscal Year 2016-17.
- Janet O'Meara made a motion to recommend the BOS approve the Block Grant, Sharon Stanners and Yvonne Bond seconded. Motion approved.**

Board Member Comments

- ❖ No member comments.

Public Input

- ❖ No public input received.

Adjournment

- The meeting was adjourned at 2:18 p.m.
- Monday, June 13, 2016, at 4:00 p.m. is next Executive Committee meeting (ASOC).
- Monday, June 27, 2016, at 6:15 p.m. 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