

**MENTAL HEALTH COMMISSION
MONTHLY MEETING MINUTES
June 1, 2016 – FINAL**

Agenda Item / Discussion	Action / Follow-Up
<p>I. Call to Order / Introductions Commission Chair Duane Chapman called the meeting to order at 4:35.</p> <p><u>Commissioners Present:</u> Candace Andersen, BOS Representative Greg Beckner, District IV Duane Chapman, District I Douglas Dunn, District III Diana MaKieve, District II Lauren Rettagliata, District II Barbara Serwin, District II Gina Swirsding, District I Sam Yoshioka, District IV</p> <p><u>Commissioners Absent:</u> Tess Paoli, District III Connie Steers, District IV</p> <p><u>Other Attendees:</u> Steve Blum, Homeless Program Meghan Cullen, MHC Applicant Travis Curran, Crestwood Behavior Health Adam Down, MHA Administrative Services Matthew Luu, Deputy Director of Behavior Health James Lyons, Supv. Gioia's Office Enid Mendoza, CAO-CCC Victor Montoya, Mental Health Integration Manager Kassie Perkins, Anka Behavior Health Jill Ray, Supv. Andersen's Office Roberto Roman, OCE/CPAW Anna Roth, CEO, Contra Costa Regional Center Karen Shuler, MHC Executive Assistant Caroline Sison, ANKA Behavior Health Will Taylor, NAMI Robert Thigpen, Acting Family Services Coordinator Jennifer Tuipulotu, CCBHS Shelly Whalon, CCRMC & HC Karen Wise, ANKA Behavior Health</p>	

<p>II. Chair Announcements</p> <ul style="list-style-type: none"> Formally welcome Connie Steers, Member-at-Large, District IV Connie was unable to be in attendance. Forward to next month's Agenda. Scheduling rooms for Committees No discussion. November 2nd Commission Meeting – Change date or change location that meeting only. It was decided it would be easier to change the location instead of the date. Richmond's Juneteenth Celebration June 18th. Duane spoke about wanting to be sure information about Mental Health Services was available at the event. 	<p>Place on July MHC Agenda</p> <p>Reserve different location. Meeting in West County was suggested.</p>
<p>III. Public Comment None.</p>	
<p>IV. Commissioner Comments</p> <ul style="list-style-type: none"> Greg spoke about attending the Board meeting where the May is Mental Illness Awareness Month Proclamation was presented. Lauren said she was going to give a quick Knightsen update, because we have Judge Don Green, who we all got to know thru his work with Laura's Law. We found out thru Al Farmer, who is a past president of NAMI, what had happened with the Knightsen Farm, and Judge Don Green called me and told me that one last thing that we should attempt to do is to file a petition with the State Atty General's Office to ask them to look into the controversy that the citizens of CCC are having in regard to getting the Knightsen Farm project off the ground, and if Bonita House is not going to do it, would they give it to another nonprofit, like they said they were going to do. So I filed a petition with the Atty. General's office. It can be filed by more than one person, and I spoke with Supervising Atty General Elizabeth Kim in San Fran. She said the more people that file the petition, the more likely an in-depth investigation will occur. Ann Reynolds, who, along with her husband John, donated the property, has also filed a petition. I spoke with her. So has Gloria Hill, who is one of the founders of ABN (A Beautiful Night) Housing Corp, and a member of the original members of ABN Corp have also filed. Any of you in this room can file a petition. You just go to the Atty General's office web site, and there is a complaint form, and it just takes 3 minutes. If you want to do so, I encourage you to do that. Lauren also reported she attended a L.H. Commission meeting where the MHSA was discussed. 	
<p>V. Approval of the May 4th, 2016 Minutes.</p> <p>➤ Gina made the motion and Diana seconded it to approve the</p>	

<p>Minutes as presented. The motion passed by a vote of 7-0-2-2.</p> <p>Vote:</p> <p>Ayes (7): Supv. Andersen, Greg, Doug, Diana, Lauren, Gina, Sam Nay (0)</p> <p>Abstain (2) Duane, Barbara</p> <p>Absent (2): Tess, Connie</p>	
<p>VI. Discussion of the Commission's Mandated Responsibilities in the W&I Code.</p> <p>Roles and responsibilities</p> <ul style="list-style-type: none"> • Sam asked if the Executive Committee should go through the Mandates and choose a few to work on. He said we need to work on numbers 1 and 2. • Lauren said that since they're mandated, we need to do all of them. • Gina: I'd like to know is, when do we review the adopted plan and update and make recommendations to the County MH Dir. for revision? It's the number B.1. • Lauren: That would be MHSA, what we just did a few months ago, the MHSA Plan. • Gina: I know, but we're supposed to review the updated plan, in other words, for the 16-17 year. I haven't seen any adopted plan, what's going to be, so I'm just wondering. • Lauren: I have the same question. • Candace: My recommendation, if I could, to the Chair, is that perhaps we ask Behavioral Health, because we work with them and with Karen. A lot of these I see the Commission doing deal with these working filed reviews, I think it might be helpful for us to do a little grid that shows sort of annually when this is done or how it's done and if it's not currently being done, how we might do that, and sort of if we do this in other committees. • Lauren said we never see the adopted Plan to give reviews. • Enid mentioned that comments were made at the Public Hearing. • Lauren replied that was the draft. • Jill mentioned the Annual Plan comments. • Gina mentioned that CPAW has reports, but they are erroneous. • Enid mentioned there are also BOS responsibilities. • Duane said that he and Lauren had going to a CALMHBC Training and like them to come here. (CA Assn. of Local Mental Health Boards/ Commissions) • Candace think training is always helpful, but I think also it's important that the Board provide one aspect the other thing about that is within the function of the County, and the ultimate authority that the BOS have with the MHC to make recommendations. 	

- Barbara: Could you clarify? I'm not really sure what you're saying there. There are mandated functions from
- Enid: As an advisory body to the BOS.
- Barbara: Is that documented somewhere?
- Candace: Absolutely. Yes, you are a designated advisory board for the BOS, so we keep all this information internally in what we call the Guiding Book, all available online, that specifies what the functions of the MHC are. It details these, and then the extension of that, which provides clear information are the bylaws that you guys have for your commission and also clarifies what the functions are that you serve: you have your subcommittees based on the areas of focus, and also as an advisory body, you're required to have an annual plan, so there is a plan of what areas within your scope of responsibility or authority you're going to focus on for the upcoming year. And so that plan is kind of your working document where you know what areas are of immediate concern that you guys are working on and you can pull from your responsibilities as an advisory board to the BOS. So it's just -- this isn't unique to this advisory body; there are others that have dual functions and directions mandated by another entity, but ultimately the MHC is an advisory body to the BOS, and the BOS has the ultimate authority on the decision-making.
- Barbara: I read the bylaws. I haven't seen anything that says that the boundary of responsibilities is with the BOS, neither in the bylaws as well.
- Candace: Well, the Board Order that created it almost exactly matches this, and the third one down is, "To advise the governing body and local Mental Health Director on any aspect of the local mental health program." So in that, it states it is an advisory body. Not to say that you don't have a voice, and the recommendations are important, but the ultimate authority are the elected officials that run the County.
- Barbara: Is that what we're talking about?
- Candace: I just wanted to clarify, because when you said these are mandated responsibilities, so here they are. But there are additional functions that you serve in as an advisory board to the BOS. If I could go back to the original suggestion, and ideally I agree that these are mandated responsibilities, that we would just have a very simple grid showing how we are meeting each of these mandated responsibilities.
- Candace said there are different ways of accomplishing mandates.
- Jill said it creates transparency. Ask how the MHC has reviewed the final plan.
- Matthew agreed with having a grid to help organize.

<ul style="list-style-type: none"> Barbara said there is no place in the Mandates that the MHC be appointed by the BOS. The MHC should define its own policies and procedures. 	
<p>VII. Report from Anna Roth, Chief Executive Officer at CCRMC</p> <ul style="list-style-type: none"> Discussion regarding CCRMC’s relationship with John George Hospital Anna said they only send to John George if they suggest it. 5150’s should come to CCRMC. Gina said going to John George is not a positive thing and it needs to be evaluated. It was suggested that it go to the Quality of Care Committee to be vetted and then brought back to the Commission. Specific questions should be sent in to Karen and passed on to Anna. Duane asked who should be contacted regarding having inviting someone from Kaiser to speak to the Commission. Anna said they should be contacted through our mental health Division. Duane suggested referring this to the Quality of Care Committee. Update on services at CCRMC’s PES. It was suggested that this also be placed on the Quality of Care Committee. 	
<p>VIII. Behavior Health Services Report – Matthew Luu, Deputy Director of Behavior Health <i>(Questions for the BHS Director and/or the Deputy to report on.)</i></p> <p>1) Family Courtyard – Questions have been raised about why they received funding despite concerns being voiced regarding the death of a client, police calls, etc.</p> <ul style="list-style-type: none"> Matthew said he needs clarification. He asked what funding period is being talked about. Lauren replied additional beds added to the Family Courtyard contract in December 2015. She asked what type of review was done before these beds were added? Matthew replied that beds were added at different times. The time frame needs to be narrowed down. He added that this sounds like a quality of care matter. Enid asked if this has already been discussed in Committees? Duane said safety comes first. Clients are living in crime-filled areas. Enid agreed with Matthew that there needs to be a time frame specified. Matthew said they need more time before being asked to report on things. Enid said whether it’s an emergency or a report – the focus needs to be on the Committee. Barbara said getting bogged down in process is not appropriate. Jill said urgent issues should go to the Director and then they’ll 	

<p>report back to the MHC.</p> <ul style="list-style-type: none"> • Greg said Family Courtyard was already discussed. We need to develop other questions at Quality of Care and find a safer environment. • Duane mentioned he and Lauren had visited Family Courtyard. • Lauren said they told Cynthia they were concerned about the death, as well as a caregiver who was beaten up and a woman who is concerned for her safety. She asked if there was an investigation of the death by Behavior Health Services. She also asked if Family Courtyard did an investigation. • Matthew said they have communicated regularly with the Coroner’s Office. They have met with Courtyard staff. • Duane said that on April 16th there was another death. He said BHS needs to make sure it was not inappropriate. • Matthew said Steve Blum is going around to the Board and Cares. • Steve said regarding the staff member assault, the Courtyard told them not to press charges. The house is near a school. He has spoken with the principal and a concerned parent. There have been no new incidents. • Lauren said that for over 3 years, she has spoken up regarding the need for augmentation and she doesn’t see and augmented programs. What are the augmented services? <p>2) Transition Housing in West County – Richmond Police raided a Housing Program on Ohio that is owned by Lifelong (formerly owned by Rubicon), and found drugs and a gun. What is being done to make sure that clients are safe? There was no discussion. More information is needed: the name of the program and address.</p> <p>3) Richmond GRIP Program (Greater Richmond Interfaith Program) – has the funding for this program been cut, and if so, why?</p> <ul style="list-style-type: none"> • Duane asked if the funding got back together? • Matthew replied that he didn’t know. We can ask Lavonna for this information. <p>4) El Cerrito’s Denny’s Restaurant – when and how will outreach be done to the homeless who frequent there?</p> <ul style="list-style-type: none"> • Duane said he had sent an e-mail to Matthew. • Matthew said he referred the matter to Jenny Robbins. <p>5) Has someone been assigned to follow-up on the Night Outreach Program?</p> <ul style="list-style-type: none"> • Jill said Doug is still working. 	
<p>IX. Clarification of next steps for the MHC Budget White Paper</p> <ul style="list-style-type: none"> • Duane asked Commissioners if they had read the finalized paper. All confirmed that they had contained in the packet. 	

- Gina said she felt left out of the process.
- Lauren discussed the timeline.
- Gina replied that the final draft should have gone back to the MHSA-Finance Committee.
- Duane mentioned that he was not happy with it initially, but he read it over at the Executive Committee meeting.
- Matthew said this version is not the same as what Behavior Health Services saw. He added that the Executive Summary is too broad.
- Duane asked if they support it or not?
- Matthew replied that they will need to get clarification.
- Candace said she wants Behavior Health Services to agree with bullet points. She asked about sending it back with red line edits. She said she is anxious to get it before the BOS.
- Lauren stated this is the Mental Health Commission's document, and she said she wants it to go to the BOS.
- Candace said she is hoping to avoid conflicting reports, but wants Behavior Health Services to reply with their concerns.
- Barbara said Cynthia had the opportunity to look at it. There wasn't any changing of facts after presenting it to Cynthia.
- Candace said she wanted to hear the differences now.
- Gina said she got the feeling that all clinics were the same. She asked why there wasn't advocacy for consumers in the paper?
- Diana said this is a snapshot of what the MHC believes. We need to follow the process differently next time.
- Duane said it is a good document. It's how we feel. If BHS feels differently, then they then need to see their report. This here is work started.
- Sam said he differs from most of the Commissioners. We lack a uniform definition of crisis. Also lacking in this document is data. What are you trying to say?
- Barbara said data comes from experts the paper goes to.
- Sam said we have a system running – Epic. He asked if data has been retrieved to support it?
- Candace suggested having a representative from the MHC present the paper as a discussion item. We need to identify the presentation process.
- Matthew said the paper mentioned "Inadequate staffing levels". He said the points need to be more clarified, and not be so general.
- Bob mentioned "Providing for family support" would mean hiring more family support workers.
- Jill said the benefit of accurate and actionable statements helps the BOS in making their decisions.
- Barbara said she didn't feel it was the responsibility of the MHC to

<p>solve problems.</p> <ul style="list-style-type: none"> ➤ Lauren made a motion, seconded by Diana to get a date as soon as possible for this to be presented to the BOS as the work of the MHC, and that the Chair and Vice Chair outline the format of the presentation. <p>Vote: The motion was approved by a vote of 7-1-1.</p> <p>Ayes (7): Supv. Andersen, Greg, Duane, Doug, Diana, Lauren, Barbara</p> <p>Nay (1): Sam</p> <p>Abstain (1): Gina</p> <p>Absent (2): Tess, Connie</p>	
<p>X. Discuss recommending funding for the ANKA for the Don Brown Shelter in Antioch</p> <ul style="list-style-type: none"> • Caroline Sison, Business Development Department at ANKA Behavior Health Services, is requesting support to move forward in their request for funding under the Capital Facilities component of MHSA. The shelter has been a well-used, vital resource since 1988. The County Contract covers services but not facility improvements. Our future plans for the shelter include both improvements in the physical plant of the buildings and also to enhance staffing. They have spoken to MHSA Program Chief Warren Hayes and he has talked about developing a Capital Facilities Committee. • Commissioner Lauren Rettagliata said funds are available and spoke about how essential the shelter is to the consumers in this area. She added that she felt the BOS should release these funds immediately. • BOS Representative to the Commission and BOS Chair Candace Andersen replied there's a process to go through regarding funding and she needed input from staff. • Lauren said she doesn't know if there's any money left in the Capital Facilities Fund, but said there's a Reserve Fund and that the BOS will have to make hard decisions. She emphasized again how essential this shelter is. She added that she wants to make a request to the BOS to fund this. • Commissioner Gina Swirsding told the story of a consumer who had been considerably helped by the shelter. • Commissioner Douglas Dunn said there are unspent funds. He added that not all money is available, only some. • Candace said what she would like is for Warren to come to the BOS and say the money is available and this would be a good thing. • Commissioner Duane Chapman asked who shut down the day center? • Kassie Perkins from ANKA stated there were multiple factors. They didn't have enough money to run all the programs and had to cut 	

<p>services. They discussed it with Antioch and Behavior Health Services.</p> <ul style="list-style-type: none"> • Duane said he had heard that Antioch referred to the day center as “Little Richmond” because Hope Six had taken several Richmond residents there to live. He added that he hopes they have a second plan. He suggested they get a history of people who have died on the streets in Antioch because there were no shelters. <ul style="list-style-type: none"> ➤ Lauren made a motion, seconded by Doug to recommend that the Behavior Health Director and the Board of Supervisors seriously consider the \$1.2 million request ANKA is making for the Don Brown Shelter in Antioch. <p>Discussion: There was no further discussion prior to the vote. Vote: The motion passed 7-0-1 Aye (7): Greg Beckner, Duane Chapman, Diana MaKieve, Lauren Rettagliata, Barbara Serwin, Gina Swirsding, Sam Yoshioka Nay (0) Abstain (1): Candace Andersen Absent: Tess Paoli and Connie Steers</p> 	
<p>XI. Develop written policy for Committee Membership Discuss at Executive Committee.</p>	
<p>XII. Committee Reports</p> <p>1) Applicant Interview Ad Hoc Committee</p> <ul style="list-style-type: none"> • Make recommendation to Supv. Glover re: MHC Applicant Michael Ward. • Make recommendation to Supv. Glover re: MHC Applicant Meghan Cullen. ➤ Both of the above candidates were recommended by a unanimous vote of the Commission Aye (8): Candace Andersen, Greg Beckner, Duane Chapman, Diana MaKieve, Lauren Rettagliata, Barbara Serwin, Gina Swirsding, Sam Yoshioka Nay (0) Abstain (0) Absent: Tess Paoli and Connie Steers • Vacancy and Applicant status. No report. <p>There was no time for any other reports.</p> <p>2) Justice Systems Committee 3) MHSA-Finance Committee 4) Quality of Care Committee – Did not meet 5) Executive Committee</p>	
<p>XIII. Commission Representative Reports There was no time for any reports.</p>	

1) AOD Advisory Board – Sam 2) CPAW General Meeting – Lauren 3) Children’s Committee – Gina 4) Housing Committee -- Lauren	
XIV. Adjourn Meeting The meeting was adjourned at 6:30.	

Respectfully submitted,
Karen Shuler, Executive Assistant
Contra Costa County Mental Health Commission