

**MENTAL HEALTH EXECUTIVE COMMITTEE  
MONTHLY MEETING MINUTES  
December 27<sup>TH</sup>, 2016 – FINAL**

<b>Agenda Item / Discussion</b>	<b>Action / Follow-Up</b>
<p><b>I. Call to Order / Introductions</b> Commission Chair Duane Chapman called the meeting to order at 3:30pm.</p> <p><u>Members Present:</u> Chair- Duane Chapman, District I Vice Chair- Barbara Serwin, District II Diana MaKieve, District II</p> <p style="padding-left: 40px;"><u>Douglas Dunn, District III Commissioners Absent:</u> Sam Yoshioka, District IV Gina Swirsding, District I</p> <p><u>Other Attendees:</u> Jill Ray, Supv. Andersen’s office Lauren Rettagliata, District II (arrived @3:49pm) Teresa Pasquini, (arrived @3:49pm) Douglas Dunn, District III (arrived @4:09pm) Adam Down, Behavioral Health Admin Liza A. Molina-Huntley, Executive Assistant for MHC</p>	<p>Transfer recording to computer</p>
<p><b>II. Chair Report, Announcements, and Comments – Duane Chapman</b></p> <ul style="list-style-type: none"> <li>• The Executive Assistant, for MHC, informed the Chair that the hyperlinks to the 2017 Planning calendar are done.</li> <li>• The Chair is concerned regarding residential housing and would like to request additional information regarding the governing bodies, what ordinances are in place that regulate the facilities, which government office is responsible for inspecting housing and enforcing the ordinances. In addition to, the Chair requests the demographics of the individuals, currently in the facilities.</li> </ul>	
<p><b>III. Approval of the November 29<sup>th</sup>, 2016, Minutes.</b></p> <ul style="list-style-type: none"> <li>• <b>Diana moved, second by Barbara, to approve the November 29<sup>th</sup>, 2016, minutes.</b></li> <li>• <b>The motion passed by a vote of 3-0-0</b> <b>Vote:</b> <b>Ayes: Duane, Barbara, Diana</b> <b>Abstain: none</b> <b>Absent: Gina, Sam</b></li> </ul>	

<p><b>IV. Agenda item VII, regarding the annual reports due to be submitted by the Committee Chairs:</b></p> <ul style="list-style-type: none"> <li>• The Chair for the Quality of Care committee has not submitted a report</li> <li>• The Chair for the MHSA/Finance committee will finalize and submit.</li> <li>• The Chair for the Justice Systems committee, (Gina), is not present.</li> <li>• The Chair for the Executive Committee has not submitted his report.</li> </ul>	
<p><b>V. Agenda item VIII, on the agenda, to discuss board and care:</b></p> <ul style="list-style-type: none"> <li>• The River house facility, in district V, is a major concern, regarding the facilities current conditions. Overall, all facilities are deplorable and can be improved. Chair would like members to take an active role in inspecting facilities and reporting back to the Commission.</li> <li>• Jill suggested a “Mental Health Housing 101” can be discussed in February.</li> <li>• Chair agreed to discuss further and add item to the February agenda</li> <li>• River House visit, 2016, by Lauren:</li> <li>• Lauren and Robert Thigpen, from BH, visited the River House facility recently.</li> <li>• Lauren stated that although some renovations have taken place in the facility, those individuals/patients that have been in the facility for a prolonged period of time have not had their rooms repainted nor re-carpeted.</li> <li>• Lauren stated that there is a miscommunication between the management of the facility and the owners of the property. Not all complaints have been forwarded, or made aware of to the property owners.</li> </ul>	
<p><b>VI. Agenda item VI, regarding an OVERSIGHT group for AOT program-</b></p> <ul style="list-style-type: none"> <li>• Regarding the oversight group for the AOT program, it was understood by BHS that the Director of Behavioral Health, Cynthia Belon, will make recommendations regarding an oversight group, if it’s needed or in place.</li> <li>• Jill: Confirmed that the BOS, Supervisor Candace Andersen, has concurred that the Director will make a recommendation.</li> <li>• Teresa, and others, did not agree that BOS gave direction for the BHS Director to make a recommendation to Family and Human Services. Teresa suggested that Warren Hayes stated that MHC should be the committee to oversee the new AOT program.</li> <li>• Lauren: advocates strongly for the MHC to urgently form a “Task Force” committee, which would include members of the MHC, limited to up to 10 people as follows:</li> </ul>	

**5- members from the MHC**

**1- Outreach member**

**1- Service provider member**

**1- Hospital representative member**

**1- Law enforcement liaison**

**1- Consumer advocate**

- Lauren would like Teresa Pasquini to be a part of the “Task Force” committee.
- Lauren states that the goal of the Task Force Committee would be to implement continuous improvement in the AOT Pilot Program using information gained from all sources. The Task Force speaks to the urgency of repairing or implementing a plan of improvement. The Task Force has a great advantage in the composition, as specified in the Bylaws, Section 4, which can be formed by members of the Commission and the Commission may appoint, non-members. A time limit can be set, along with meeting frequency.
- Diana: Suggests waiting for the MHC meeting, for a public forum, as well as for the recommendations from the BH Director.
- Lauren: States that the RDA report shows deficits in the program and would like the Task Force to address the changes that need to be made.
- Doug: Cited a number of deficiencies he has learned, regarding the AOT program, including the length of time of the investigation process. He also shared that his wife was upset because he was not able to express his thoughts completely, or able to ask questions at the Family and Human Services Meeting on December 12, of 2016.
- Teresa: Has several ideas to offer on how to proceed with the new committee. She is concerned that if a Task Force committee is not formed, it may inhibit the success of the program. She would like the new AOT program to succeed and become better and improved. Noted that the advantage to the formation of a Task Force committee is that the MHC will maintain the control over its membership.
- Barbara: concurs with, Teresa and Lauren, regarding the formation of a Task Force committee as an oversight group for the new AOT program to assist in resolve issues promptly.
- Adam: Although, the majorities’ desire is to obtain the same results, regarding the success of the AOT program and a more participatory role regarding the feedback process of the new program, he reiterates that the BH Director’s recommendations will provide the needed clarification regarding the group in place for the AOT program. Requested clarification, from the Executive Committee members present, regarding the purpose of the Task Force, its membership and the frequency of the meetings.

<ul style="list-style-type: none"> <li>• Diana: Requests clarification, as well, regarding the purpose of the Task Force, and if formed, then stakeholders, along with consumer advocates should be included in its membership. Concurred to wait until the recommendations from the BH Director at the next MHC meeting.</li> <li>• Chair: requests a motion, from the Executive Committee, to recommend to the MHC, to create a Task Force committee as an oversight group for the new AOT program and meet quarterly.</li> </ul> <p><b>Motion to recommend MHC create a Task Force Committee</b>, as an oversight group for the new AOT program, meeting quarterly, once its members are in place.</p> <p>Diana moved to motion, Barbara seconds the motion.</p> <p><b>VOTE:</b></p> <p style="padding-left: 40px;">Motion passed, 3-0-0</p> <p style="padding-left: 40px;">Vote:</p> <p style="padding-left: 40px;">Ayes: Duane, Barbara, Diana</p> <p style="padding-left: 40px;">Abstain: none</p> <p style="padding-left: 40px;">Absent: Gina, Sam</p>	
<p><b>VIII.</b> Regarding item IX, on the agenda, regarding the outreach and Communication goals for the Commission in 2017 will be forwarded to Executive Committee’s January meeting.</p>	
<p><b>IX.</b> Noted: Members and those present, were given a hard copy of the “Contra Costa Mental Health System of Care Needs Assessment,” which will be presented by Warren Hayes, at the MHC on 1/4/17.</p>	
<p><b>X. Adjourn Meeting</b></p> <p>The meeting was adjourned at 5:01pm.</p>	

Respectfully submitted,  
Liza Molina-Huntley  
Executive Assistant to the Mental Health Commission  
CCHS Behavioral Health Administration

\*Minutes were based on written notes, due to technical difficulties, no audio available.