

**MENTAL HEALTH COMMISSION
MONTHLY MEETING MINUTES
Wednesday October 4, 2017 – Final minutes
At: 550 Ellinwood Way, Pleasant Hill, CA**

Agenda Item / Discussion	Action / Follow-Up
<p>I. Call to Order / Introductions Commission Chair Duane Chapman called the meeting to order at 4:34pm</p> <p><u>Members Present:</u> Chair- Duane Chapman, District I Vice Chair- Barbara Serwin, District II Supervisor Candace Andersen, District II Lauren Rettagliata, District II Diana MaKieve, District II Meghan Cullen, District V Sam Yoshioka, District IV Gina Swirsding, District I Douglas Dunn, District III Patrick Field, District III</p> <p><u>Commissioners Absent:</u> Geri Stern, District I Michael Ward, District V</p> <p><u>Other Attendees:</u> Jill Ray, Field Representative for District II, Supervisor Andersen’s Office Vic Montoya, PES Program Chief April Langro, Director of RI International Linda Velarde, Public Jersey Neilson, Evaluator for BHS Admin Leslie May, applicant for MHC Erika Raulston, applicant for MHC Guita Bahramipour, AOD Advisory board Adam Down, BHS Admin Liza A. Molina-Huntley, EA for MHC</p>	<p>EA-Transfer recording to computer</p>
<p>II. Public Comments:</p> <ul style="list-style-type: none"> • Expressed difficulties regarding establishing and re-establishing Medi-Cal benefits for adult children with mental disabilities • Solution was offered to provide contact information for County staff member, with expertise in the area needed, Cassandra Kolto, Program Supervisor of the Financial Counselors to assist in the Medi-Cal applications. Her email is Cassandra.Kolto@hsd.cccounty.us and phone number (925) 372-4444 • NAMI in MOTION WALK 2017 will be at the Pleasant Hill park, on Saturday October 7, starting at 9am. • On October 14, “Out of the Darkness” Suicide Awareness walk will be at Cypress Grove park in Oakley, starting at 8:30am 	
<p>III. Commissioner Comments:</p> <ul style="list-style-type: none"> • New Commissioner interested in asking District III Supervisor, if a column can be started in a local paper regarding mental health and helping to stop the stigma. Will work with other District III members on the Commission. • Commission agreed to add “Committee updates,” for Committee Chairs to 	

report updates at the end of each full Commission meeting

- **Chair of the MHSA/Finance Committee** reported that the Committee has requested that the County's Finance Office provide updated financial budget documents, for the Behavioral/Mental Health Division at the Committee's November 16 meeting. The objective is to better understand the budget and expenditures, along with the different funding streams. Including monies spent on locked facilities and the location of these facilities. Including Realignment I/II money and expenditures.
- The following documents are available and can be requested to be sent via email, from the Executive Assistant: "**Mental Health Funding 101**" and "**California Revenue Behavioral Health update for 2016**". Both are great overviews of the funding system for Mental Health.
- **Ad Hoc Bylaws Committee updates:** the Chair of the committee went over the first four articles and made changes and will review the subsequent articles. The entire Mental Health Commission Bylaws document is in the process of being revised and updated. Invited everyone to attend the next meeting in October, at 3:30pm, at 1340 Arnold Drive, Suite 200, in Martinez at the Behavioral Health Administrative Offices. Appreciates everyone's input.
- **Quality of Care Committee Chair**, reported that the focus of the meeting was receiving updates from Victor Montoya regarding the current status of affairs at Psychiatric Emergency Services (PES), who has been invited to continue the discussion at the October 19 committee meeting and will continue to attend the meeting, for an ongoing discussion. The Chair encourages attendees to attend to keep informed.
- **Chair** request that a staff member from Financial Counseling and a staff member from Patient Accounting to help share how the process works for incoming consumers, at the County Medical Regional Center and at the County clinics.
- A new commissioner asked if PES is in the process of changing their intake area, currently it is very intimidating.
- **Justice Systems Committee Chair extended gratitude towards previous speaker and regular attendee, Dr. Dan Batiuchok, Manager of Juvenile Detention Mental Health Services.** His knowledge, dedication, time and caring of the detainee's, providing mental health services. The Chair is deeply concerned about youth that are in Juvenile Hall and are part of the foster care system; what services are available for foster care youth, after being released from Juvenile Hall? The Vice Chair of MHC and Chair of the Quality of Care Committee, also commented on Dr. Batiuchok and what an outstanding staff member he is and the work that he is doing is outstanding and would like him to come and present to the full Commission the progress that is being made at the mental health program, in Juvenile Hall and at the RANCH.
- Past Commissioner, Teresa Pasquini, is being honored in Washington D.C. as a "Champion for Change," for her work as an advocate.
- Commissioner, Douglas Dunn, is a mental health first aid trained instructor and, along with Behavioral Health Administration, is trying to get classes launched throughout the county. Asks Commissioners to assist in getting the word out to their communities, contact him or Adam Down, if interested in a class being held in their community. The class is targeted for the adult population, youth module will come later the county has committed to doing 30 trainings throughout the county. It is set up that there is a county and/or

<p>community trainer will facilitate all that is needed to conduct the class is the venue. The service is provided for free, an eight hour course or can be divided into 2 –four hour sessions, classes can be from 10 to 25 people, materials are \$20 per book, and the trainer will come to the venue. Community trainers, working on their own, will charge \$20 for the workbook only. If a county staff trainer, co-facilitates or conducts the training, the workbook is free all that is needed is to provide the location. The course is a basic, first aid mental health, eight hour course.</p> <ul style="list-style-type: none"> • Chair asks that an announcement be made, in writing, with the full details and distributed. 	
<p>IV. Chair Announcements-</p> <ul style="list-style-type: none"> • Announced that the next Mental Health Commission meeting will be in South County, on Wednesday, November 1, from 4:30 to 6:30pm in San Ramon. The location of the meeting will be at: San Ramon Regional Medical Center, 6001 Norris Canyon Road, in the South Conference room. • Chair was diagnosed with cancer, five years ago and was in remission. A few weeks ago was diagnosed with cancer again. Will continue to serve on the board. 	
<p>V. MOTION to APPROVE minutes from September 16, 2017 meeting Sam moved to motion, Gina seconded the motion</p> <ul style="list-style-type: none"> • Correct Adam’s title- • VOTE: 10-0-0 • YAYS: Supervisor Andersen, Duane, Gina, Doug, Sam, Diana, Barbara, Lauren, Meghan, Patrick, • NAYS: none ABSTAIN: none • ABSENT: Geri Stern and Michael Ward 	<p>*Post final minutes to MH website at: http://cchealth.org/mentalhealth/mhc/agendas-minutes.php</p>
<p>VI. RECEIVE and DISCUSS Assisted Outpatient Treatment (AOT) quarterly meeting update- TBD</p> <ul style="list-style-type: none"> • Commissioner that Chaired the previous AOT meeting, in September, informed that requested for staff members not to announce themselves as part of the forensic team, stating that there is nothing “forensic,” regarding Laura’s Law in the assisted outpatient treatment. It was a good meeting and speaker, Judge Austin oversees the judicial side of the AOT process, announced that not only those brought in under court order but those who voluntarily enroll will now receive be allowed to receive his services and visit with the judge. Judge Austin serves as facilitator to make sure that the person is committed to their treatment process. AOT meetings are quarterly and are co-Chaired with a Commissioner and Behavioral Health Services staff member. The next meeting has not been announced. Request another Commissioner to step up to co-Chair the next meeting. Douglas Dunn volunteered to Co-Chair the next quarterly meeting. Diana MaKieve offered to serve as an alternate, in case Mr. Dunn is unable to attend. • The MHSA Program Manager has committed to update the Commission regarding AOT and MHSA at the next meeting on November 1 in South County. 	<p>*AOT updates will be given at the 11/1/17 at the next MHC meeting in South County and announcement of the next AOT meeting</p>
<p>VII. Receive UPDATES FROM THE Chair and Vice Chair regarding their collaboration with Behavioral Health Administration in preparation for the Family and Human Services future meetings</p> <ul style="list-style-type: none"> • Vice Chair stated that they are working, with Behavioral Health Administration (BHS) to respond to the Grand Jury Report, regarding 	

<p>children’s mental health care and responding to the White Paper. The Chair, Vice Chair and Commissioner Lauren Rettagliata has been working with the Director of Behavioral Health Services, Cynthia Belon, and the Program Chief of Children and Adolescents, Vern Wallace and Dr. White from Psych Emergency Services. The White Paper was intended to inspire the key issues that the county is struggling with, what possible approaches can be taken to work through the obstacles. A major part of the conversation has been BHS updating regarding new programs, newly hired staff and productivity analysis regarding psychiatrists. Define how many actual psychiatrists are needed to run the services efficiently and when new psychiatrists will be hired as full time staff. There are a number of workgroups that need to be attended to, before formulating responses. Their responsibility is to work on the White Paper, representing the different perspectives of Behavioral Health Services (BHS) and the Mental Health Commission (MHC), presenting both parties opinions. Both will present reports to the, Board of Supervisor’s Chairing and Co-Chairing the meetings.</p> <ul style="list-style-type: none"> • Ideally, the difference will be worked out between both parties and a single staff report would state the perspective of the division and the Commission’s perspective along with a timeline in the plan for improvement- all would be included in the single report, instead of two conflicted reports. It is best to resolve all matters. • The Grand Jury process was explained as dealing with the Report stated, as a civil matter, no law suit, loss of revenue or criminal penalties will be applied in this matter. The panel of volunteers, serving the purpose to help government be more efficient. They investigate matters, brought to their attention, to make recommendations for improvements. The agency receives the recommendations, has a certain number of days to respond to the specific statements made by the Grand Jury. Behavioral Health provided responses and they were brought to Family and Human Services (FHS) to review the responses. The information is reviewed by the Chair and Vice Chair of the FHS, supplemental information was requested from the agency and will be brought to the Board of Supervisors to accept the report that will be forwarded onto the Grand Jury. The only power that the Grand Jury has is to raise the issue; there is no authority to provide a civil or criminal penalty. Another agency will pick up the matter, to take a deeper dive on the issues that were highlighted. 	
<p>VIII. RECEIVE announcement from the ad hoc Nominating Committee members, regarding the nominees for the 2018 Mental Health Commission Chair, vice Chair and Executive Committee</p> <ul style="list-style-type: none"> • The vote for nominees were done at the last month’s meeting. There were four people that have the most votes for the Executive Committee: Douglas Dunn, Gina Swirsding, Michael Ward and Sam Yoshioka. For the Chair of the Mental Health Commission, the only nominee was Barbara Serwin. For the Vice Chair, the only nominee was for Duane Chapman. There are three seats available, out of five, since the Chair and Vice Chair serve on the Executive Committee. The other nominees for the Executive Committee are: Meghan Cullen, Diana MaKieve, Geri Stern and Lauren Rettagliata. All nominees will be placed on the ballot, for voting at the next month’s meeting. Nominees need to accept their nomination. Meghan accepted her nomination, Diana accepted her 	

<p>nomination, Gina accepted her nomination, Doug accepted his nomination, Lauren declined her nomination, and Sam accepted his nomination. Michael Ward and Geri Stern were not present to accept their nominations but their names will still be added to the voting ballot for next month's public election. The election will be done at the next Commission meeting. Each Commissioner will announce, publically, their vote. If there is a tie, the vote will be re-casted until the tie is broken.</p>	
<p>IX. REQUEST four to five volunteers from the Commission to complete the 2017 Data Notebook</p> <ul style="list-style-type: none"> • The 2016 Data Notebook has not been completed • The expectation for being on the ad hoc committee is to complete the assigned section and submit their portion by the end of February of 2018. The individual will answer the questions, in the Data Notebook, by acquiring input from BHS, programs and staff members to complete their responses and the individual will be responsible for their work in a document. They will submit their document, with the answers to the Executive Assistant to compile and submit the State Data Notebook to the agency indicated for public viewing and State data collection. It is the Commission's responsibility to complete the document and it is a great education process for the Commission. • The 2017 Data Notebook focuses on older adult mental health care and the new "Whole Person Care" program. The ideal volunteer has a strong desire in the topic and enjoys doing research, documenting and writing. • The volunteers, from the Commission, to complete the 2017 Data Notebook are: Lauren Rettagliata, Gina Swirsding, Sam Yoshioka and Diana MaKieve • A meeting will be facilitated by BHS, to meet with Older Adults Program Chief and other staff members, along with ad hoc members to start the dialogue and the informational retrieving process. 	<p>*the 2017 Data Notebook, ad hoc Committee will work with BHS staff to research the responses to the workbook. They will complete and submit to the EA, their section, by 2/28/18</p>
<p>X. REQUEST Annual Committee Reports, including goals for 2018, from Committee Chairs, to be submitted at the next Commission meeting in November.</p> <ul style="list-style-type: none"> • All Committee Chairs will submit their goals for their committee for 2018 on 11/1/17 in South County 	
<p>XI. DISCUSS Commissioner's feedback regarding the 2017 Mental Health Commission retreat/training on Saturday September 16, 2017. What was learned and areas for improvement</p> <ul style="list-style-type: none"> • The areas discussed the most, during the training, were about building relationships with the Behavioral Health Services Director and with Board of Supervisor that appoints Commissioner. It is each Commissioner's responsibility to meet, regularly, with their District Supervisor. • Focus was made on "how to work together and get along to get the work done;" as a Commission and with the Director of Behavioral Health Services. This year, the topic was covered • The facilitator laid a good foundation on what the Commission should be working on and how. I was made, very clear, what the Commission's responsibilities are and that all need to work in a "partnership" and collaborate with one another. • It is important to continue the training on an annual basis • The Mental Health Commission's mandates are stated clearly and Commissioners need to keep them in mind, before taking action. 	

<p>XII. RECEIVE Commission Representative Reports</p> <p>1) AOD Advisory Board- Sam Yoshioka</p> <ul style="list-style-type: none"> • Realignment funding was discussed, during the meeting. Two licensed Social Workers were in attendance and spoke about a Community Advisory Board (CAB) created to discuss AB109. • Although there are separate Realignment funding streams, I/II and AB109- a need has been identified, to be able to provide mental health care treatment, for individuals that are incarcerated. Funding is being utilized to support treatment efforts. <p>2) CPAW General meeting-Lauren Rettagliata</p> <ul style="list-style-type: none"> • Did not attend meeting • Doug informed that three community forums will be happening in different areas of the county. • 10/5/17 will be in West County, 10/25/17 will be in Martinez and December 7 will be in East County, from 2:30pm to 5:30pm at the Brentwood Community Center on 35 Oak Street. <p>3) Children’s Committee- Barbara Serwin</p> <ul style="list-style-type: none"> • Did not attend meeting <p>4) Council on Homelessness- Lauren Rettagliata</p> <ul style="list-style-type: none"> • Did not attend meeting 	<p>AOD is helping individuals with drug addiction disorder, focusing on recovery</p> <p>CPAW- 3 Community forums:</p> <ol style="list-style-type: none"> 1) 10/5/17 in West county 2) 10/25/17 in Central 3) 12/7 in East County
<p>XIII. Adjourn Meeting @5:58pm</p> <ul style="list-style-type: none"> • In memory of those who lost their lives in the Las Vegas massacre 	

Respectfully submitted,
Liza Molina-Huntley
Executive Assistant to the Mental Health Commission
CCHS Behavioral Health Administration
Final minutes approved 11/1/17