

**CONTRA COSTA COUNTY MENTAL HEALTH COMMISSION
MINUTES – NOVEMBER 20, 2008**

<p>I.</p>	<p>CALL TO ORDER / INTRODUCTIONS The meeting was called to order by Commission Chairperson Jacque McLaughlin at 4:30 p.m.</p> <p><u>Commissioners Present:</u> Clare Beckner, District IV David Evans, District V Art Honegger, District V Dave Kahler, District IV Peter Mantas, District III Jacque McLaughlin, District II Teresa Pasquini, District I Annis Pererya, District II</p> <p><u>Attendees:</u> Sherry Bradley, MPH, MHS Program Manager Lea Castleberry, Supv. Piepho’s Office Brenda J. Crawford, Mental Health Consumer Concerns Suzette Madrid, Supv. Bonilla’s Office Mariana Moore, Contractors’ Alliance Karen Shuler, MHC Staff Cindy Staton, Mental Health Consumer Concerns</p>	<p><u>Commissioners Absent:</u> Supv. Susan Bonilla Bielle Moore (exc.) Colette O’Keeffe (exc.) Connie Tolleson</p>
<p>II.</p>	<p>ANNOUNCEMENTS</p> <ul style="list-style-type: none"> • Herb Putnam, former member of the MHCC and an outstanding advocate for mental health consumer and their families, passed away Wednesday night. • Crestwood Healing Center’s Thanksgiving Dinner invitation was distributed to Commissioners. • A proclamation will be presented by Supv. Uilkema honoring Cynthia Miller for her years of service to the Commission at the BOS Chambers, 651 Pine, Martinez, Tuesday, December 16 at 9:30 a.m. 	<p><i>Dorothy asked Dave Kahler to provide her with some biographical information so the BOS could adjourn in his honor.</i></p>
<p>III.</p>	<p>APPROVAL OF THE MINUTES FROM OCTOBER 23, 2008 A motion was made to approve the Minutes as amended. Under the Mental Health Director’s Report, at item stating “6 clinicians had been hired” was changed to “6 clinicians will be hired.” Cynthia Miller was listed as having been in attendance when she was not.</p>	<p>M-Kahler S-Beckner Carried unanimously</p>
<p>IV.</p>	<p>CHAIRPERSON’S COMMENTS – Jacque McLaughlin</p> <ol style="list-style-type: none"> a. Newly-appointed Commissioner Bielle Moore was unable to attend today. She will be officially welcomed at the next meeting. b. Jacque acknowledged the amount of work that has been going on for preparation of the Annual Report and the Planning Guide Process. She thanked Peter and Teresa for 	

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<p>their input.</p> <p>c. Approve Executive Committee A motion was made to approve the make-up of the Executive Committee: Clare Beckner, David Evans, Dave Kahler, Jacque McLaughlin, Colette O’Keeffe and Teresa Pasquini. During discussion, Teresa mentioned there were 3 representatives from District IV and none from District III. Jacque explained she did not go Committee by Districts, but rather wanted a representation from consumers, family members and member-at-large.</p> <p>d. Other Appointed Committee</p> <ul style="list-style-type: none"> • Bylaws Revision Workgroup Jacque spoke about the need for a Bylaws update to clarify items that are unclear and to remove items from the Bylaws that would be more appropriate in a Policy and Procedure Manual. Jacque announced she has appointed Peter as Chair. Commissioners were asked to contact Peter if they wish to serve on the Workgroup with him. Dave Kahler volunteered. Teresa asked if you had to declare yourself a member of the Committee in order to participate. <p>Dorothy explained the Bylaws revision process:</p> <ol style="list-style-type: none"> 1. Bylaws Workgroup meets and develops a draft copy. 2. Commission votes on approving the draft. 3. Revision then goes to Donna, who forwards it to County Counsel for review and approval or corrections. 4. The final revision then goes to the CAO’s office for a Board Order to be developed. 5. Once it is ready, it goes to the Board of Supervisors to be voted on as a Consent Item (unless something needs to be discussed further). 	<p>Item c. M-Honegger S-Evans Carried 7-0-1. Mantas abstained.</p> <p><i>No action required.</i></p>
<p>V. COMMISSION GOALS AND OBJECTIVES 2009 As a follow-up to the Retreat, Jacque asked facilitator Steve Ekstrom to help summarize the plan that was discussed, and the result was the Planning Guide for 2008/2009 and 2009/2010. Initially developed by Steve and Jacque, input was also received from Teresa and Peter. A motion was made that it be accepted in concept. Once approved. The Executive Committee will develop a more specific workplan for the Commission to review and follow. The document is divided into two areas: Governance and Priority Areas for 2008/2009, which includes reviewing mandated responsibilities. She said she would be asking the Executive Committee to develop a work plan along with</p>	<p>M-Pasquini S-Mantas Carried unanimously.</p>

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<p>reviewing the mandated responsibilities. Priority areas were discussed at the Retreat. Some will involve immediate action and some will require the gathering of more information. Some will be on the back burner for future action. Priorities can be readjusted as needed if issues come up. Focusing on items doesn't mean we exclude all other issues; it just means these are the priority issues at this time.</p> <p>Peter mentioned some items he wanted deleted from the document regarding the Board of Supervisors amendment regarding the process of legislative advocacy. After discussion on the amendment portion, Peter retracted his request for deletions. But for clarity, Peter recommended that the final sentence regarding the amendment be a separate bullet. Carried as amended.</p>	
<p>VI. ANNUAL REPORT</p> <p>Jacque explained that the information in the Annual Report was derived from looking over this year's Minutes and from Commissioner input. Teresa requested the collaboration with GRIP be listed. Carried as amended.</p>	<p>M-Mantas S-Beckner Carried unanimously.</p>
<p>VII. MENTAL HEALTH SERVICES ACT</p> <p>a. A report was received from Sherry Bradley, MHSA Project Manager</p> <p>Before speaking about the MHSA, Sherry acknowledged the death of Herb Putnam, saying he was the Chair of the Commission when she was the Commission's Executive Assistant.</p> <p>Since she is new to her position, Sherry began by giving a brief background of herself, stating she was a part of the MHSA planning process as a member of the MHSA Steering Committee since its inception, although she was just recently made the Project Manager, replacing Kimberly Mayer.</p> <p>Sherry said the scheduled Public Hearing for the Draft/Proposed PEI Plan has been postponed in order to provide more time for public comment to be received on new information that had to be placed on the MHSA website. The Public Hearing can be held with the regular Commission meeting or as a separate meeting, depending on the timing.</p> <p>Under the draft/proposed PEI Plan, Sherry said CCMH is asking for \$5.3 million this time. There are additional funds available under PEI, however, the first period of operation will be dedicated to planning and initiating operations, therefore it is anticipated that a plan update will be requested to seek the remaining funds available.</p> <p>Separately, request for assignment of PEI funds allocated</p>	<p><i>Copies of the following papers that were distributed are available through the MHC office. Call 925-372-4439.</i></p> <ul style="list-style-type: none"> • <i>CCMH P&EI Plan Executive Summary.</i> • <i>P&EI Budget Summary.</i> • <i>CCC MHSA P&EI Component Draft Plan.</i> • <i>MHSA Community Program Planning Process.</i> • <i>MHSA Prop 63 Report to MHC</i> • <i>CCMH MHSA Components FY 2008-2009 and Beyond.</i>

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for state-wide PEI projects has been posted for public comment for 30 days. The amount to be assigned is \$3.6 million over 4 years. These funds are NOT related to the draft/proposed PEI Plan allocation.

- Q. Are dollars required to be used in the fiscal years they are drawn down in.
- A. No, but we have to submit updates for each year we're in. Eventually we will have a 3-year plan which will include all components.

The Workforce Education & Training Stakeholder Group will be meeting together tomorrow (11/21/08) to review the draft/proposed Workforce Education & Training Plan. There is a total of \$4.74 million available over 10 years. Once the WE&T Stakeholders have completed input to the draft/proposed WE&T Plan, the Plan will be posted for a 30 day public comment period.

On a separate note, Sherry mentioned that through MHSA about \$75 million has been allocated to Contra Costa County, to date, but we have only received about \$25 million of those funds through approved Plans. A County's MHSA component plan must be approved before funds can be released.

- Q. Who were the P&EI Stakeholders?
- A. There were consumers, family members, faith-based community, community organizations, education, law enforcement, local jurisdictions and other organizations. Sherry said she had researched how the two PEI Stakeholder groups were put together and stated there were 2 consumers and 2 family members on each work group. The total of the two workgroups was 46, so there was a total of 4 consumers and 4 family members.
- Q. Were there actually that many consumer representatives?
- A. Yes. I went back and checked out the sign-in sheets. Some people who dropped off have been replaced.
- Q. In terms of the number of community-based organizations present, how did you come up with 2 consumers and 2 family members?
- A. I will check on why there seems to be an imbalance.

Sherry went on to say she feels the consumer voice is missing in mental health administration, and CCMH is in the process of recruiting an Office for Consumer

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<p>Empowerment Coordinator. Jacque suggested linking with Mental Health Consumer Concerns to get more consumers involved.</p> <p>Sherry said they are starting to plan for the Information and Technology Stakeholder Group and she wants more consumer engagement.</p> <p>Mariana Moore mentioned the draft/proposed PEI Plan budget numbers were not posted. Sherry said they will be by late this evening.</p> <p>Q. Teresa congratulated Sherry on the job she’s doing, but said as a family member, she is troubled by the lack of participants. She suggested that there be more of an effort to reach out into the communities.</p> <p>Sherry agreed that communication is really important. She said she needs more contact information and people could call her with names or groups to contact.</p> <p>Brenda Crawford mentioned she is working hard to revitalize people to be a part of the process. She added that the county needs to reach out and support the voice of the consumers. She suggested that the process be more simply explained and the meetings be “de-mystified” and made less threatening – that the county needs to be more sensitive.</p> <p>b. Report from Connie Tolleson, MHSA Steering Committee. Connie wasn’t present to give a report.</p>	
<p>VIII. PRESENTATION FROM MENTAL HEALTH CONSUMER CONCERNS – Brenda Crawford, Interim Executive Director</p> <p>Brenda announced MHCC is moving to 2975 Treat Blvd. in Concord. As a preface to the powerpoint presentation, Brenda gave an update on the work of MHCC. One change is changing the centers from drop in centers to wellness and recovery centers.</p> <p>Q. Jacque asked if their services were primarily for adults and if there were at one location or in the field.</p> <p>A. Brenda responded that the services are for adults and are delivered at their 3 locations.</p> <p>Q. Clare asked if they have services in their offices for consumers.</p> <p>A. Brenda answered that their 3 facilities offer all the services except the SPIRIT program, which is held at Contra Costa Community College.</p> <p>Q. Clare asked what are the parallels or overlap of services with The Clubhouse.</p> <p>A. Brenda said she didn’t know, but that there could never be too many services.</p> <p>Teresa commented that she thought the SPIRIT program was</p>	<p><i>Staff requested that Brenda send a copy of the powerpoint</i></p>

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<p>run by Consumer Empowerment. Brenda said it is gradually moving toward working with MHCC and Mental Health Vocational Services. The powerpoint presentation was an excellent and professionally done overview of MHCC.</p>	<p><i>presentation. Peter asked to have a copy. Staff will distribute copies when they're received.</i></p>
<p>IX. ELECTION OF CHAIR AND VICE CHAIR Current Vice Chair David Evans presided over the elections. He asked for nominations from the floor. There were none. The vote was held for Vice Chair. Teresa Pasquini, who ran unopposed, was elected unanimously.</p> <p>A vote was held for Chair. Jacque McLaughlin and Peter Mantas were nominated. Each received 4 votes. There were no abstentions. As there was no majority vote, the motion did not carry.</p> <p>A motion was made to defer the election of the 2009 Chair until the January meeting. Motion carried unanimously.</p> <p>David Evans will continue to serve as Vice Chair through December 31, 2008. Teresa will take office as Vice Chair as of January 1, 2009. Jacque McLaughlin will continue as Chair awaiting the election results in January.</p>	<p>Vice Chair: Teresa Pasquini. Carried unanimously.</p> <p>Chair: Jacque McLaughlin. 4-4-0. Did not carry. Ayes: Beckner Evans Honegger McLaughlin</p> <p>Peter Mantas. 4-4-0. Did not carry. Ayes: Kahler Mantas Pasquini Pereyra</p> <p>M-Kahler S-Evans. Carried unanimously. <i>Place election of Chair on January MHC Agenda as an ACTION item.</i></p>
<p>X. REPORTS: ANCILLARY BOARD / COMMISSIONS A. Psychiatric Healthcare Facility (PHF) Workgroup Donna created a work group that several Commissioners were invited to participate on. It held one meeting. There were questions regarding the membership of the workgroup. During the discussion, it was emphasized that we should take whatever opportunity we can to provide input. David Evans said he found it encouraging to go and hear that the decisions were not predetermined and it was out role to give input, and it looks like there'll be an increase in beds. Teresa wanted it clarified that not all beds are equal. Jacque said she felt the Commission needed to address the issue of beds and the proposed PHF as a whole. David wanted the County to know that we are</p>	

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<p>glad to be a part of the process. Peter asked of the PHF and been approved and Jacque said it had not. Teresa said she appreciated the opportunity to meet, but felt it was less clear. Annis said we'll know more after additional meetings. The next meeting will be held Monday at 10:30 a.m.</p> <p>B. Mental Health Coalition – Teresa Pasquini, MHC Representative Teresa said the Coalition is talking about adding more voices to the table, and since the Coalition requires a unanimous vote, they have not been able to reach a consensus about moving this forward. The MHC needs to make a decision regarding this issue so Teresa can represent their position at the Coalition meeting.</p> <p>C. Contractor's Alliance – Mariana Moore Before giving her report, Mariana said she wanted to publicly praise the work Sherry is doing on the MHSA implementation, and that she has gone out of her way to be transparent and they were very pleased their ideas were included in the Plan. Mariana went on to say there is concern about the number of health and human services contracts that are being cut. Dorothy said there is also an APS mental health clinical specialist position in jeopardy. The next budget discussion is December 9th.</p> <p>D. Local 1 – John Gragnani John wasn't present to give a report.</p>	<p><i>Place the issue of adding members to the Mental Health Coalition on the January MHC Agenda as an ACTION item.</i></p>
<p>XI. PUBLIC COMMENT. None.</p>	
<p>XII. FUTURE AGENDA ITEMS Jacque will meet with the Executive Committee to help set the MHC Agenda. Hospitals and PHFs are being looked at. Topics of Interest 1) Conservatorship 2) 5150 process 3) CIT Training 4) AB1421 5) Out-of-County Placements</p>	
<p>XIII. ADJOURN MEETING. The meeting was adjourned at 6:35 p.m. The next regularly scheduled meeting of the Mental Health Commission will be Thursday, <u>January 22, 2009</u> (the Commission does not meet in December).</p>	

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