



**CONTRA COSTA COUNTY  
MENTAL HEALTH COMMISSION**

**DECEMBER 2010  
MEETING PACKET**



CONTRA COSTA COUNTY  
MENTAL HEALTH  
COMMISSION

*The Contra Costa County Mental Health Commission has a dual mission: 1) To influence the County's Mental Health System to ensure the delivery of quality services which are effective, efficient, culturally relevant and responsive to the needs and desires of the clients it serves with dignity and respect; and 2) to be the advocate with the Board of Supervisors, the Mental Health Division, and the community on behalf of all Contra Costa County residents who are in need of mental health services.*

**CONTRA COSTA COUNTY MENTAL HEALTH COMMISSION**  
**Thursday • December 9, 2010 • 4:30-6:30 p.m.**  
**John Muir Behavioral Health • Classroom A • 2730 Grant • Concord**

**AGENDA**

*The Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Executive Assistant at least 48 hrs. prior to the meeting at 925-957-5140.*

*Participants agree to follow the Mental Health Commission Meeting Decorum Policy.*

*Public Comment on items listed on the Agenda will be taken when the item is discussed.  
Times are approximate; items may be taken sooner than noted or out of the order listed.*

1. 4:30 **CALL TO ORDER / INTRODUCTIONS**
2. 4:35 **PUBLIC COMMENT**  
The public may comment on any item of public interest within the jurisdiction of the Mental Health Commission. In the interest of time and equal opportunity, speakers are requested to observe a 3-minute maximum time limit (subject to change at the discretion of the Chair). In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on the item may occur. Time will be provided for Public Comment on items on the posted Agenda as they occur during the meeting. Public Comment Cards are available on the table at the back of the room. Please turn them in to the Executive Assistant.
3. 4:45 **ANNOUNCEMENTS**  
Annual Consumer Christmas Party on Friday, December 10<sup>th</sup> - 11:00am to 3:00pm. Held at the Pleasant Hill Community Center, 320 Civic Drive, Pleasant Hill.  
(call Karen @ 925.521.1230 ext. 205 for more information)
4. 4:50 **CONSIDER APPROVAL OF MINUTES**  
October 25<sup>th</sup>, 2010 MHC Meeting Minutes with proposed changes from former Chair.
5. 5:00 **GOVERNANCE/PROCEDURAL ISSUES:**
  - A. **CONSIDER** Monthly Meeting Date Change in 2011 due to MH Director's scheduling conflict.
  - B. **CONSIDER** approving Executive Committee members: Chairs of Workgroups- Commissioner Pasquini(Cap Facilities), Commissioner McKindley-Alvarez(Quality of Care), and Peggy Kennedy(Diversity and Recruitment). This Committee will exist pending approval of new MHC By-Laws by BOS.



- C. **CONSIDER** referral process for accepting agenda items – All future agenda planning will be conducted by Executive Committee to include Commissioner input through workgroup process, a formalized written referral process and collaboration with MH Director. To include discussion of formal process for adding new and emergency items to agendas that were not included in Annual Plan.
  - D. **ANNOUNCE** process change for public comments on Agenda Items Commission will hear public comments on all agenda items and then closing public comments to hear Commissioner Comments. This will eliminate cross talk, assist efficiency and mirrors the process of the BOS.
  - E. **REVIEW** 2010 MHC Task List Tracking Form. **CONSIDER** ongoing usage and/or streamlining form.
  - F. **UPDATE** Future Agenda Items.
6. 6:10 **MENTAL HEALTH DIRECTOR'S REPORT – Donna Wigand**
- A. **HEAR** report on Intern selection, Supervision, and training process in all county and contract programs. **HEAR** update on Juvenile Hall investigation.
  - B. **CONSIDER** and **DISCUSS** report and any recommended actions by Commission
7. 6:30 **ADJOURN MEETING**  
The next scheduled meeting is to be determined with approval of Item 5A and after location has been scheduled.
8. **FUTURE AGENDA ITEMS**  
*Any Commissioner or member of the public may suggest items to be placed on future agendas.*
- A. Suggestions for January Agenda
    - i. Consider approving MHC Annual 2011 Plan
    - ii. Hear and consider updates from IOC 11-22-10 meeting including By-Laws recommendations.
    - iii. Comment on 2010 Annual Report DRAFT
  - B. List of Future Agenda Items:
    - 1. Rose King Presentation on MHSA
    - 2. Behavioral Court Presentation
    - 3. Case Study
    - 4. Presentation from The Clubhouse
    - 5. Creative ways of utilizing MHSA funds
    - 6. TAY and Adult's Workgroup
    - 7. Conservatorship Issue
    - 8. Presentation from Victor Montoya, Adult/Older Adult Program Chief
    - 9. Presentation from Crestwood Pleasant Hill
    - 10. Presentation on Healthcare Partnership and CCRMC Psych Leadership
    - 11. Presentation on non-traditional mental health services under the current PEI MHSA programs
  - C. List of Future Action Items:
    - 1. Develop MHC Fact Book to be used in review meetings with appointing Supervisors
    - 2. Review Meetings with appointing Supervisors