

**MENTAL HEALTH COMMISSION
MONTHLY MEETING MINUTES
January 4, 2017 – FINAL APPROVED 2/1/17**

Agenda Item / Discussion	Action / Follow-Up
<p>I. Call to Order / Introductions Commission Chair, Duane Chapman, called the meeting to order at 4:37pm.</p> <p><u>Commissioners Present:</u> Candace Andersen, BOS Representative Duane Chapman, District I –Chair Barbara Serwin, District II –Vice Chair Gina Swirsding, District I Meghan Cullen, District V Douglas Dunn, District III Diana MaKieve, District II Lauren Rettagliata, District II</p> <p style="padding-left: 40px;"><u>Commissioners Absent:</u> Michael Ward, District V Jason Tanseco, District III Sam Yoshioka, District IV Connie Steers, District IV</p> <p><u>Other Attendees:</u> Cynthia Belon, Behavioral Health Services Director Adam Down, Behavioral Health Admin Jill Ray, Supv. Andersen’s office Robert Thigpen, Adult Family Services Coordinator Warren Hayes, MHSA Program Manager Teresa Pasquini, Previous Commissioner Liza A. Molina-Huntley, Executive Assistant</p>	<p>Transfer recording to computer</p> <p>Update MHC Attendance Chart</p> <p>Update MHC Database</p>
<p>II. Item II- Chair Report, Announcements, and Public Comments by Duane Chapman:</p> <ul style="list-style-type: none"> • Robert Thigpen announced that Commissioner Connie Steers has been absent to the meetings due to the illness and recent passing of her mother. A service will be held, honoring her mother, on Monday, January 9 at 1pm at the Frist Episcopal Lutheran Church on 4000 Concord Blvd in Concord. • The Executive Assistant for the Commission will send everyone an email with the details, for those who wish to attend. 	

<p>III. Public Comments- none</p> <p>IV. Commissioners comments:</p> <ul style="list-style-type: none"> • Lauren stated that individuals with mental illnesses do not receive parity at the State or County level, or with their health plans. She feels it is important to work towards parity with those who are suffering with mental illnesses and that the term “behavioral health” does not support this. • Letter/comment from Commissioner, Sam Yoshioka, who was not present, was read by Executive Assistant, Liza A. Molina-Huntley, (see attachment). 	
<p>V. Approval of the December 14, 2016, Minutes.</p> <p>Noted: Corrections are needed to be made, as follows:</p> <ul style="list-style-type: none"> • Pg. 1 of 6 Stated “Dave Lyons, Supervisor Gioa” (incorrect), should be James Lyons from Supervisor John Gioia’s office, District I. • Page 2: second bullet: BOS “authorized” AOT program, not MHC. • Page 2: strike, at the top, second bullet point “staffing and expenses...” ref made by Jill Ray. • Page 3: second bullet: “CCC has been previously spending on average, for the last 3 years, over \$1million, in providing services for 17 consumers.” RDA report of AOT speaks of 108 people in study- 17 people had gone into ACT- should read 108 people were responsible for the \$1M, not just 17. • Page 3: third bullet, average amount of days5-52 days.... The word “average” should be removed, because it’s too wide of a range • Page 5: 3rd sentence –“within or in” (decide which one and change it) • Page 5: Correct the spelling of Barbara’s name • Lauren moved, seconded by Gina, to approve the December 14, 2016, minutes. • The motion passed by a vote of 8-0-0. Vote: Ayes: Lauren, Barbara, Supv. Andersen, Diana, Douglas, Duane, Meghan, Gina Nays: None. Abstain: None. Absent: Sam, Connie, Michael, Jason 	
<p>VI. RECEIVE Report and Recommendations – by Director of Behavioral Health, Cynthia Belon.</p> <ul style="list-style-type: none"> • Regarding the Medical Director recruitment, BHD met with Merritt Hopkins, a professional recruitment agency, to assist in a nationwide search. • Regarding the MEDI CAL drug waiver, it has been approved by DHCS, 	

pending a contract. Once the contract is received, it will be forwarded to the Board of Supervisors for approval.

- EQRO will be coming to Contra Costa County, for the annual review, from January 31 through February 2 to complete an external quality review survey that will cover various aspects of the work being done by Behavioral Health.
- The Director invites the Chair and the Vice Chair of MHC, to join BHS in an open session which will be held on 1/31/17. Duane and Barbara will attend the open session. A report will be issued to the MHC, upon receipt from EQRO. Commissioner Lauren Rettagliata will serve as an alternate, in case the Chair or Vice Chair cannot attend.
- Other Commissioners are interested in attending or accompanying EQRO on onsite visits to the clinics and asked the Director of BHS to inquire if there is a possibility, if not for this year, for the following year, for the entire MHC to meet with EQRO during their visit. The Director will inform EQRO and express the MHC's desires to meet.
- Informed that the triannual audit will be coming to perform the inpatient review. It will be held at CCRMC on January 9 through the 13, 2017.
- The "Sobering Center," will be a 24 bed facility, and hopes to open in July of the current year. Informed that she did have the opportunity to visit Houston's, San Antonio's and assisted in the opening of the center in San Francisco. Looking forward to the opening of the center in Concord. The center will provide a safe place to do outreach and engagement.
- In regards to the IT plan, there are two main parts to it, as follows: the first part is the billing process and the second part is the documentation process (charting). The PSP system will be replaced with "Share Care" which is an updated system from the same vendor, starting in the current month.
- A new Project Manager will assist in the transition from PSP to Share Care billing. This process will take approximately 12 to 14 months to complete.
- The second part, the documentation portion of the IT plan, is for BHS to move onto the EPIC system, otherwise known as CCLINK.
- A second Project Manager will be hired for the EPIC portion of the IT Plan which will be conducted simultaneously with the "Share Care" implementation. The EPIC portion will take 12 to 18 months to complete implementation.
- It was clarified that MHSA funds can be used for IT purposes. The clarification was made by DMH, stating that the funds can be used for entire electronic infrastructure development.

VII. Consider a motion, as forwarded by the Executive Committee, to create a Task Force, by the Commission to implement continuous oversight of the AOT program, as follows:

Specified in the Commission Bylaws a Task Force shall consist of a minimum of 3-5 members (a Committee must only be Commissioners.) Non-Commissioners may be appointed from the community as non-voting members when special expertise, advice or opinion is desired; it shall not exceed ½ of the membership of the Task Force.

5 Commissioners would be on the Task Force with:

1. A CCBHS member who is in-charge of outreach and engagement
2. A member of the service provider, Mental Health Systems
3. A member from the hospital who could assist with PES, 4C, Miller Wellness and jail interfacing.
4. Law Enforcement liaison
5. A Community Advocate

- Lauren moved, seconded by Gina, to create a Task Force, as an oversight group for the AOT program.
- **Discussion:**
- Supervisor Andersen referred to the BOS meeting in December, regarding the discussion of the RDA presentation of the new AOT program. Aware of the capacity constraints of the BHSD, requested that BHS, make a recommendation regarding the best vehicle to provide input to MHC and the community for ongoing dialogue. BHS is working diligently on a vast amount of projects and programs, creating a Task Force, may not be the most efficient way to proceed. Refers the question to the Director of BHS to respond.
- Director, Cynthia: Thanked MHC for putting the item on the agenda and recognizes that it is important to have ongoing dialog, discussion and input that the community is involved with. The AOT workgroup, in existence, was created to serve this purpose for the community dialogue to continue with the implementers of the program. The goal was to bring updates, on a quarterly basis, to MHC and the public. BHS apologizes for not continuing the AOT workgroups and would like to move forward with the AOT workgroup, in place and meet on an ongoing basis. The current workgroup includes the public, Commissioners, Unions, Law Enforcement and those involved in the program, along with others who wish to attend to participate.

<ul style="list-style-type: none"> ● BHS does not have the resources in staff, or otherwise, to start, assist, or commit to a new oversight group or Task Force to convene, in addition to the AOT workgroup in place. ● Both, Commissioners Doug and Gina, attended prior AOT workgroup meetings. Gina found the meetings helpful and engaging. ● Commissioners, Lauren and Doug, strongly encourage the creation of a Task Force, controlled by the MHC, to enforce changes to trouble areas or issues that might arise. The purpose of the Task Force would be to have new smaller group meetings on a monthly basis to better assist the new AOT program. The time frame of the new group would be to serve for three years. To problem solve specific issues that might arise, in lieu of the larger AOT workgroup in place. ● The primary reason for the Commissioners concern is, according to the RDA evaluation of the AOT program, it was shown that a significant amount of people that were unable to be located. The primary reason for the inability to locate the individuals was due to the homelessness of these individuals. Since the RDA evaluation was completed, various issues have been identified and mostly resolved. The AOT program is more effective and efficient in providing services. ● Supervisor Andersen’s office supports the reestablishment and continuance of the AOT workgroup, in place, as advised by the Director of BHS, Cynthia Belon. Does not agree with a creation of a new group, especially an oversight sight group that does not have the resources or authority to enforce changes. The purpose of MHC is to advise and make recommendations to the BOS, not to make decisions or enforce changes. BHS is overworked with many projects and does not see a possibility to commit to participating or assisting in a new workgroup. ● All present do agree they desire a successful outcome of the AOT program, regardless of the differences in workgroup formats. ● It was clarified that Los Angeles County does utilize their MHSA stakeholder group for their oversight program. ● Other Commissioners were unclear if creating a new group, that meets more frequently, would be the best and most efficient way to assure the success of the AOT program. The group in place invites feedback and questions to be answered, and also includes all key groups invited to the meetings. ● Discussion advocating for the creation of a new oversight group for AOT, included Teresa Pasquini’s view points. Although, she did clarify that she cannot serve as a member of the new Task Force. ● Supervisor Andersen invited everyone, to actively participate in 	
--	--

<p>communicating issues or problems directly to BHS staff or the AOT staff, as they arise, not to wait until a meeting to convene to bring issues to light.</p> <ul style="list-style-type: none"> • Moving forward, the MHC CHAIR would like any format of workgroup to start and continue. The purpose is for all to have a voice regarding any problems or issues that might arise and have the problems resolved and MHC to be updated on the progress on a regular basis. • MOTION to create a TASK FORCE, as an oversight group for the AOT program: • ROLL CALL VOTE: Barbara- ABSTAIN Meghan- ABSTAIN Supervisor Andersen- NO Diana- NO Lauren- Yes Duane- Yes Doug- Yes Gina- Yes VOTE: 4-2-2 ABSENT: Sam, Connie, Jason, Michael • THE MHC Chair hopes, moving forward, to develop a partnership. The Chair also requests that all who wish to share information at MHC meetings to please put the information in writing and forward the information to the Executive Assistant for the information to be included in the minutes. 	
<p>VIII. RECEIVE the Contra Costa Mental Health System of Care Needs Assessment presentation by Warren Hayes.</p> <p>Due to the time constraints, stated presentation was voted to be postponed to the February agenda.</p> <p>Barbara moved to motion that item VIII on the agenda be moved to the February agenda. Invited Commissioners to address, in writing, comments or questions directly to Warren Hayes, prior to the February meeting so they may be addressed during his presentation.</p> <p>Gina seconds the motion.</p> <p>All in favor to move the presentation to February.</p> <p>VOTE: 8-0-0</p> <p>Attendees: Duane, Supervisor Andersen, Barbara, Diana, Gina, Doug, Lauren and Meghan</p> <p>Absent: Sam, Michael, Jason, Connie</p>	
<p>IX. Receive Chair Committee reports:</p>	

<p>1) Justice Systems Committee- Chair Gina 2) Quality of Care Co- Chair Barbara 3) MHSA/Finance Committee- Chair Lauren 4) Executive Committee- Chair Duane MHSA/Finance Committee Chair, Lauren, has submitted a 2016 Year-end report. All others are pending.</p>	
<p>X. Receive Commission Representative reports:</p> <p>1) AOD- Sam, not present 2) CPAW- Lauren 3) Children’s Committee- Gina 4) Housing Committee- Lauren</p> <ul style="list-style-type: none"> • Lauren noted that during her visit in East County, she met with Fatima Matal Sol, AOD Program Chief, at the Community Participation Committee. The AOD Program Chief actively participated in the group discussions and the community was receptive and thankful for the Chief’s involvement. Lauren encourages that more administrative staff participate in community events. • Chair: Moving forward, request for all information to be put in writing to be included as an attachment, to the minutes. This includes all Committee and Commission Representative reports or updates. • Chair will be attending the CISBH, Commissioner’s Statewide meeting, in San Diego, from January 19 through the 21; will not be present at the MHSA Finance nor at the Quality of Care Committee meetings. • Supervisor Andersen noted that she will be attending the “STEPPING UP” conference in Sacramento next week and will update MHC at the February meeting. Unfortunately, was unable to obtain additional reservations for other members or for her staff to attend. Space was limited. • Doug announced that the 51/50 Summit will be held on Wednesday February 22 and will forward the information to the Executive Assistant, to forward to the Commissioners. 	
<p>VI. Adjourn Meeting</p> <p>The meeting was adjourned at 6:28 pm.</p>	

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