

**MENTAL HEALTH COMMISSION  
MONTHLY MEETING MINUTES  
September 7, 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 4:30 pm.</p> <p><u>Commissioners Present:</u> Greg Beckner, District IV Duane Chapman, District I Meghan Cullen, District V Douglas Dunn, District III (arrived late) Diana MaKieve, District II Lauren Rettagliata, District II (arrived late) Barbara Serwin, District II (arrived late) Connie Steers, District IV Jason Tanseco, District III Michael Ward, District V Sam Yoshioka, District IV</p> <p><u>Commissioners Absent:</u> Candace Andersen, BOS Representative Tess Paoli, District III Gina Swirsding, District I</p> <p><u>Other Attendees:</u> Cynthia Belon, Behavioral Health Director Adam Down, Behavioral Health Administration Diane Greenwood-Soto April Langro, RI International Lavonna Martin, Behavioral Health Homeless Services Vic Montoya, CCRMC &amp; HC Teresa Pasquini, family member Jill Ray, Supv. Andersen’s office David Seidner, Behavioral Health Services Robert Thigpen, Adult Family Services Coordinator Jennifer Tuipulotu, Children’s Family Services Coordinator Leslie Walker, Anka Behavioral Health Shelly Whalon, CCRMC &amp; HC</p>	<p>Transfer recording to computer</p> <p>Update MHC Attendance Chart</p> <p>Update MHC Database</p>
<p><b>II. Chair Announcements</b></p>	

<ul style="list-style-type: none"> <li>• This Saturday is the NAMI in Motion event. The Commission will have a table there.</li> <li>• The City of Richmond is having Mental Health Friendly Communities training for ministers, laypeople, and churches on October 1 to provide them with resources they can refer people to. Duane passed out a flyer on the event.</li> </ul>	
<p><b>III. Public Comments</b> None.</p>	
<p><b>IV. Commissioner Comments</b> None.</p>	
<p><b>V. Approval of the August 17, 2016 Minutes.</b> Duane had noted a correction that needed to be made to the minutes, which will be made.</p> <ul style="list-style-type: none"> <li>➤ Sam moved, seconded by Greg, to approve the August 17, 2016, minutes as corrected. The motion passed by a vote of 8-0-0. Vote: Ayes: Connie, Diana, Duane, Greg, Jason, Meghan, Michael, Sam Nays: None. Abstain: None. Absent: Barbara, Supv. Andersen, Doug, Gina, Lauren, Tess</li> </ul>	
<p><b>VI. Receive Behavioral Health Services Director’s Report</b> Cynthia first asked Lavonna to present her staff report with their recommendation to the Board of Supervisors to reallocate the unused funds from State MHSA Housing Loan Program, which is sunsetting, to the County as opposed to the CalHFA Special Needs Housing Program, the other option available. A copy of her report is attached.</p> <p><u>Summary of Discussion</u></p> <ul style="list-style-type: none"> <li>• If funds were returned to the County, they would still be required to be spent on housing and must go through the MHSA stakeholder process, and this could be included in the Community Program Planning Process that is happening right now.</li> <li>• The projects funded by the State program were required to include funds for capitalized operating reserves to cover at least 20 years.</li> <li>• If the funds are brought back to the County, they can be used for purposes such as rental subsidies, move-in costs, and security deposits; although the restrictions on what consumers the funds can be used for will remain the same.</li> </ul>	

- This recommendation will go before the Board of Supervisors on September 20.

Cynthia then presented a report answering questions presented by the Commission. A copy of the report is attached. She also reported on the findings from the review of Mental Health Systems, Inc., by County Counsel related to their issues in San Diego County indicated that none of the issues found in San Diego County established a breach of our contract with them. She was notified by Health Services Finance that they did not find any discrepancies in their billing.

Finally, Cynthia announced that at the end of Karen Shuler's current contract, which expires at the end of October, administrative support to the Commission will be provided by County staff. A County employee will be hired as the new Executive Assistant, and she requested that two representatives participate on the interview panel.

#### Summary of Discussion

- *Homeless Shelters and Housing Projects for MH Clients (PSP2900) Report*

- This report identified shelter residents who had had some type of contact with our mental health system at some point in time.
- There is not enough data on PSP to automatically match mental health consumers who are currently open to a clinic with shelter residents without examining individuals on a face-sheet-by-face-sheet basis. Additionally, there is no way to generate a report that includes the number of clients living in shelters who need mental health treatment but are not receiving it.
- The Homeless system of care is evolving from a "first come, first served" system to a system where those with the highest need for housing are served first, evaluating for any behavioral health issues and the type of housing that would best suit their needs with a goal toward eliminating recidivism. The additional funding that will be shunted from MHSA funds to the No Place Like Home program should provide ample funding to make this more achievable.
- A presentation or demonstration of information collection, flow, and sharing when someone presents to the County for the first time requesting emergency medical care, routine mental health care, and routine physical health care might be helpful.
- This issue will be referred to the Executive Committee for their review.

- *Electronic Health Record System*

- The hospital and hospital-based clinics have had an EHR since 2012.
- Behavioral Health is in the process of implementing electronic

<p>records piece by piece and has a draft IT plan that they hope to finalize in the next month for implementation of electronic medical records with one of the goals being to data-sharing with the physical medicine system easier. They are looking at the billing component separately from the health record storage component.</p> <ul style="list-style-type: none"> <li>○ Some, but probably not all, existing paper records will be converted to electronic records.</li> <li>● <i>Interview Panel for New Executive Assistant</i> <ul style="list-style-type: none"> <li>○ Since there is not enough time to wait for this to be decided at the next monthly meeting, Cynthia requested that an agenda item be added to the Executive Committee meeting agenda to select the people to participate in the interview process. She also agreed to amend her request to include 3 Commissioners for the panel in order to allow one family member, one member-at-large, and one consumer on the interview panel.</li> </ul> </li> </ul>	
<p><b>VII. Receive report on existing operations of the Mental Health Evaluation Team – David Seidner</b></p> <p>David gave an overview of the Mental Health Evaluation Team: what it is, what they do, the various agencies who are involved and who they interact and communicate with, and examples of how they work in various situations.</p> <p><u>Summary of Discussion</u></p> <ul style="list-style-type: none"> <li>● The team has not been in operation long enough to have any data on their long-term effectiveness. The MHET is one of the rare situations when the County can serve mental health consumers who are not Medi-Cal beneficiaries.</li> <li>● If the Commission would like an officer to make a presentation to the Commission on their perspective of the program, the request needs to be approved by the officer’s Police Chief; however, patrol officers generally do not make such types of presentations, so this might not be possible.</li> <li>● The team’s focus is to address the immediate issue rather than the underlying causes, and they work on connecting people to already-existing supports in their lives and to finding an alternative solution to a 5150 hold.</li> <li>● The police officers on the team have volunteered to participate and want to be in the position, and they have a strong motivation to do well.</li> </ul>	
<p><b>VIII. Discuss final presentation plans for the September 13, 2016 presentation to the Board of Supervisors</b></p> <p>Barbara and Lauren gave a progress report on the planned contents and</p>	

<p>method of their presentation and what they hope to accomplish during the presentation. Lauren encouraged as many people as possible to come to support their presentation.</p> <p><u>Summary of Discussion</u></p> <p>We will make an oral presentation to accompany presenting the Board of Supervisors with a copy of the White Paper. The other related materials can be handed to the Clerk of the Board at the time of the presentation in order to incorporate them and provide the color we are looking for.</p> <p>Duane made the following statement that some Commissioners felt it was worth highlighting: “This will give our Board of Supervisors a better idea of where we are doing well and what we need to do that is better. Everything we do will be to improve the lives of our Contra Costa County residents who live and experience mental health difficulties as suicidal risk. That’s who we’re trying to make sure we advocate for, and I hope that the Contra Costa Mental Health Commission will use its influence, its relationships, and support to give honest and independent advice to our Board of Supervisors and those who live, work, study, and play in Contra Costa County, and to do a better supporting of all people that have mental health issues in this county, whether they be severe, whether they be a first-time break, or whatever. We want to represent everybody. Everybody deserves a fair, fair chance.”</p>	
<p><b>IX. Review and Discuss letter from Diane Greenwood-Soto presented during public comment period August 17, MHC Meeting</b></p> <p>Diane told the Committee her purpose in writing the letter and what she felt were the most important issues from her letter that needed to be addressed. Teresa voiced her agreement with and support of the issues Diane addressed. Greg felt that the letter should be further discussed here before referring it to Quality of Care.</p> <ul style="list-style-type: none"> <li>➤ Sam moved, seconded by Greg, that that the letter from Diane Greenwood-Soto be referred to the Quality of Care Committee for review. The motion passed by a vote of 8-0-0.       <ul style="list-style-type: none"> <li>Vote:</li> <li>Ayes: Barbara, Connie, Diana, Duane, Greg, Lauren, Michael, Sam</li> <li>Nays: None.</li> <li>Abstain: None.</li> <li>Absent: Supv. Andersen, Doug, Gina, Jason (left before vote), Meghan (left before vote), Tess</li> </ul> </li> </ul>	
<p><b>X. Review and Discuss MHC Retreat held August 27, 2016: strengths, weaknesses and lessons learned</b></p>	

<p>Commissioners discussed Responsibility Item 2, reviewing any County agreements entered into, and discussed how they can get enough advance notice on contracts coming up for renewal to be able to identify and voice any concerns regarding the contract and have those concerns addressed before the contract is finalized.</p>	
<p><b>XI. REVIEW Action Planning Notes and Goals as provided by Susan Wilson and ASSIGN to appropriate committee for evaluation and implementation.</b></p> <p>Not addressed due to lack of time.</p>	
<p><b>XII. Committee Reports</b></p> <p>Not addressed due to lack of time.</p>	
<p><b>XIII. Commissioner Representative Reports</b></p> <p>Not addressed due to lack of time.</p>	
<p><b>XIV. Adjourn Meeting</b></p> <p>The quorum was lost at 6:45 pm.</p>	

Respectfully submitted,  
Melinda Meahan, Clerk-Senior Level  
CCHS Behavioral Health Administration  
FINAL MINUTES APPROVED 10/5/16