

CPAW MEETING
Date of Meeting: Thursday February 6th, 2014
3:00 PM to 6:00 PM
Location: 2425 Bisso Lane, Suite 100, Concord, CA 94520



Members attending: Lisa Bruce, Courtney Cummings, Tom Gilbert, Molly Hamaker, Lori Hefner, Dave Kahler,

Kimberly Krisch, Kathi McLaughlin, Susanna Marshland, Susan Medlin, Mariana Moore, Ryan Nestman, Karen Smith, Gina Swirsding

Staff attending: Linda Alves, Heather Sweeten-Healy, Roberto Roman, Jan Cobaleda-Kegler

Public Participants: Connie Steers, Devon Roberts, Bessie Sagaiga, Matt Wilson, Laurie Schnider, Stan Baraghin, Douglas Dunn, Jack F., Lauren Rettagliata, Anne Cevallos, Beth Williams, Mike Geiss

Excused from Meeting: Stephen Boyd Jr., John Gragnani, Anna Lubarov

Staff Support: Warren Hayes, Cassie Brown, Lisa Cabral

Facilitator: Maria Pappas

| TOPIC | ISSUE/CONCLUSION | ACTION/RECOMMENDATION | PARTY RESPONSIBLE |
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| 1. Welcome <ul style="list-style-type: none"> • Call to Order • Introductions • Working Agreement • Announcements • Finalize Minutes | January CPAW minutes were approved. | Minutes to be posted on web site | Cassie Brown |
| 2. Director's Report Update <ul style="list-style-type: none"> • MH Director Status | a. Warren introduced the Emerging Plan Elements handout that provides a status summary of MHSAs funded programs and plan elements that are not yet fully implemented. | Information Only | |

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| | <p>b. The Board of Supervisors made a unanimous decision on Tuesday, 2/4/14, to appoint Cynthia Belon to the permanent position of Mental Health Director, at Dr. William Walker’s recommendation.</p> <p>CPAW members and non-members in attendance passed the following motion concerning future Mental Health Director reports at CPAW meetings: “The Consolidated Planning Advisory Workgroup (CPAW) adopted a motion in which they request that the Contra Costa Mental Health Director attend monthly general CPAW meetings to report and discuss issues and developments pertaining to Contra Costa Mental Health and Behavioral Health Services. If the Director's schedule does not permit attendance in person, it is requested that a designated representative of the Director attend and give a report on her behalf. ‘</p> <p>CPAW requested that this motion be distributed to the Board of Supervisors by a CPAW member.</p> <p>The following related motion was passed in reference to the previous: A letter confirming the motion that the Mental Health Director or a proxy be present at CPAW meetings to provide the Director’s report be put in memo form, from the CPAW body, printed on formal letterhead, and sent to each</p> | <p>Information Only</p> <p>Cassie Brown will send this motion to Warren Hayes on 2/7/14. He will send it out to the CPAW body requesting edits and input. After gathering and incorporating any edits, he will then submit to Cynthia Belon.</p> <p>It is requested that someone from CPAW present this matter to the Board of Supervisors at the meeting on Tuesday, 2/11/14.</p> <p>The body has requested that Lauren Rettagliata present this motion to the Mental Health Commission.</p> | <p>Cassie Brown, Warren Hayes</p> <p>Volunteers from CPAW</p> <p>Lauren Rettagliata</p> |

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| | supervisor in the district. | | |
| 3. Update on Community Program Planning Process | <p>a. Roberta Chambers presented the RDA PowerPoint presentation (slides provided to attendees).</p> <p>b. A focus group schedule was included in the packet, and an additional evening focus group is being planned for family members of adult and child consumers. In order to add another group, there was a recommendation to combine a CPAW and Mental Health Commission meeting, and use the additional time slot for a focus group.</p> <p>c. Resource Development Associates will be doing two types of qualitative analysis from the information gathered at the focus groups: content analysis, and thematic/categorical analysis.</p> | As soon as the groups are scheduled the information will go out to everyone. | Warren Hayes |
| 4. Break | | | |
| 5. Update on Developing Methodology for Program and Fiscal Compliance Review of MHSA Funded Programs and Plan Elements | Mike Geiss from Geiss Consulting presented a PowerPoint on the CC County MHSA Program and Fiscal Review (slides included in packet). | This methodology will be refined over the next couple weeks and go back to the MHSA/ Finance Committee for review and further input. Four programs/plan elements will be reviewed with a consolidated final report completed by June 30. | Mike Geiss, MHSA/ Finance Committee |
| 6. Committee Reports | <p>Tay:</p> <ul style="list-style-type: none"> • The TAY Committee did not meet last | | |

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| <ul style="list-style-type: none"> • Children’s • TAY • Adult • Older Adults • Housing • Social Inclusion • Innovation • Membership | <p>month.</p> <p>Adult:</p> <ul style="list-style-type: none"> • The Adult Committee did not meet last month. <p>Older Adult:</p> <ul style="list-style-type: none"> • The Innovation proposal to serve older adults is in a state of flux. They are discussing the best and most efficient way to go forward. <p>Housing:</p> <ul style="list-style-type: none"> • The Housing Committee needs someone from CPAW to join, as Tom Gilbert and Molly Hamaker have had to resign. <p>Social Inclusion:</p> <ul style="list-style-type: none"> • The Social Inclusion Committee will resume meeting in February. Photo Voice had an exhibit at the Martinez Art Gallery in January that was a great success. <p>Innovation:</p> <ul style="list-style-type: none"> • Innovation discussed adjusting their role in relation to the three year planning process currently underway. They will report to the committee in March on the status of existing projects and any proposed concepts based upon focus group reports. | <p>CPAW members are asked to join the CPAW Housing Subcommittee.</p> | <p>CPAW</p> |

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| | <p>Membership:</p> <ul style="list-style-type: none"> The Membership Committee will be interviewing a new applicant on Monday, 2/10, at 2pm. At 3pm they will be having their meeting as an open meeting, and would like to invite youth to come give input on forming a Youth Advisory Board. Four organizations will be calling in to this meeting with representatives to participate in the TAY subcommittee discussion. <p>Children's:</p> <ul style="list-style-type: none"> Members of the Children's Committee drafted a letter concerning the appointment of Cynthia Belon to Mental Health Director. They are asking for CPAW's support and backing on submitting this letter to the Board of Supervisors. CPAW decided to amend the letter to concern the deputy director position, and to forward it from CPAW. It was further amended that the letter will only go to the Board if an actual deputy director position has been created. | <p>The draft letter to the Board of Supervisor's concerning the position of Mental Health Deputy Director will be on the agenda for the next CPAW Steering Committee meeting.</p> | |
| <p>7. Public Comment /Announcements</p> | <ul style="list-style-type: none"> Starting next month Warren will be here at 2pm to start the monthly orientation curriculum training for new CPAW members. Anyone, including current CPAW members are invited to attend and participate. The Mental Health Services Oversight and | | |

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| | <p>Accountability Commission will be hosting an East Bay MHSA Community Program Planning Forum on Thursday, 2/20 in Emeryville for Contra Costa County, Alameda County, and the City of Berkeley.</p> <ul style="list-style-type: none"> • Lisa Bruce now works with OCE, so she won't be able to be as involved as she was previously, due to time constraints. • Sandy Marsh has announced her retirement. | | |
| 8. Review of Meeting | <ul style="list-style-type: none"> • Members appreciated the space given to discuss the Board of Supervisors meeting. • First-time attendee appreciated that the meeting was so welcoming and productive. | | |
| 9. Next CPAW, Steering, Membership Meetings | <p>CPAW: Thursday, March 6th, 3-6pm</p> <p>CPAW Steering: Thursday, February 27th, 3-5pm</p> <p>CPAW Membership: Monday, March 17th, 3-5pm</p> | | |
| 10. Adjournment | Meeting adjourned | | |