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**“Mental Health Treatment Act”  
Measure B Citizens Oversight Committee  
MARCH 28, 2018; 1:00-3:00 PM**

**MINUTES**

*Approved April 25, 2018*

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**MENDOCINO COUNTY ADMINISTRATION CENTER  
CONFERENCE ROOM C  
501 LOW GAP ROAD, UKIAH, CALIFORNIA**

1. **Roll Call** was called by Dora Briley, Committee Clerk
  - a. Present: Jenine Miller, Jan McGourty, Carmel Angelo, Ace Barash, Lloyd Weer, Mark Mertle (attended via phone conference from Fort Bragg Police Department Conference Room), Jed Diamond, Shannon Riley, Thomas Allman, Donna Moschetti
  - b. Absent: Ross Liberty
  - c. Quorum was established.
  - d. Ross Liberty arrived at 1:30pm

2. **Approval of February 28, 2018 Minutes**

- a. **Discussion of changing minutes from narrative style to summary style occurred. Decision and direction to clerk was to from this point forward produce summary style minutes for the committee.**

***Motion: Move to accept the February 28, 2018 Mental Health Treatment Act Citizens Oversight Committee minutes with the correction of two grammatical errors.***

***Motion by member Barash and seconded by member Angelo.***

Public expression was called for, none was given.

***Vote was called for by Chair Allman with the clerk taking the vote by roll call:***

Yay	10	Committee passed the motion.
No	0	
Absent	1	Ross Liberty

**3. Public Expression.**

- a. Chair Allman invited public expression for items not on the agenda.
  - i. No one came forward for public expression.

**4. Discussion and Possible Action Items.**

**a. Committee’s Mission Statement.**

The committee reviewed Mission Statement submissions from members McGourty, Liberty, Moschetti and Clerk Briley.

Discussion occurred.

The committee chose member Liberty’s version 2 submission with a slight change adding the ordinance number:

***Move to accept member Liberty’s version 2 Mission Statement submission with the addition of the ordinance number, to read:***

“The mission of the Mental Health Treatment Act Citizen’s Oversight Committee is to ensure the effective, efficient and transparent use of those funds provided for by and as defined by Mendocino County Ordinance 4387 for the benefit of the community.”

***Motion was made by member McGourty and seconded by member Allman.***

Public expression was called for, none was given.

***Vote was called for by Chair Allman with the clerk taking the vote by roll call.***

Yay	10	Committee passed the motion.
No	0	
Absent	1	Ross Liberty

**b. Report to Committee from the Rules of Procedure Ad Hoc Committee (Members Moschetti, Riley, Mertle)**

Member Moschetti reported that she met with members Riley and Mertle via email.

The Rules of Procedure were revamped however there are further questions for County Counsel. County Counsel will review and report back to member Moschetti. This topic will be on the April 25 agenda.

**c. Report Out on Committee's Board of Supervisors (BOS) March 27, 2018 Agenda Summary to Request a Request for Proposal (RFP) for a Needs Assessment.**

Member Angelo shared there was a phone conference with Lee Kemper regarding the Needs Assessment. Mr. Kemper is interested in working with us. Also, Mendocino County Health and Human Services Agency (HHSA) has a current contract with Mr. Kemper. We are able to amend that contract and add our scope of work and funding of \$40,000 to the HHSA contract. The funding streams and duties will be kept separate from HHSA funding and duties. Therefore the submitted agenda item for the BOS March 27, 2018 meeting was pulled by the CEO in light of these new developments.

The added scope of work for the Measure B Committee's work to the Kemper HHSA contract will read:

“Provide the County with an assessment of mental health facility services, organizational needs and supportive program policy and planning necessary for implementation of the Measure B, Mental Health Treatment Act as approved by the voters of Mendocino County.”

The committee requested assurance that their input would be included in the Scope of Work for Kemper.

Chair Allman asked if Lee Kemper could come to the April meeting to talk with the committee.

Member Angelo stated that the contract needs to be in place before we bring Mr. Kemper on board. Member Angelo suggested that the amendment go the BOS at their April 10, 2018 meeting.

The Committee would like to know the time frame for Mr. Kemper's work. Member Angelo shared that the HHSA contract ends June 30, 2018. A term extension would be included in the amendment to extend the end date to September 30 or December 31. Mr. Kemper advises the Measure B work should be finished by September, having the end date of December 31 would allow time for questions or other concerns that may become apparent. We can request the report to be finished in 90 days and Kemper will have progress reports along the way.

Member Barash asked that two tracks of action be considered at the same time. Move forward with the Needs Assessment but also address the obvious need of a PHF Unit verses waiting for the assessment to be finished. Member McGourty expressed that needs may not be apparent to everyone and the education process would be helpful plus funding isn't available as of yet.

Member Angelo suggested that we take the amendment to the Lee Kemper HHSA contract to the BOS as quickly as possible and have it approved.

There is no cost to that action. Then there is a document in place and we are ready to move forward.

***Motion: Move to have member Angelo prepare item to recommend to the Board of Supervisors at their April 10 meeting to amend the HHSAA Lee Kemper contract to include a needs assessment on behalf of the Mental Health Treatment Act Citizen's Oversight Committee.***

***Motion was made by member Barash and seconded by member McGourty.***

Public expression was called for, none was given.

***Vote was called for by Chair Allman with the clerk taking the vote by roll call.***

Yay	10	Committee passed the motion.
No	0	
Absent	1	Ross Liberty

**d. Report to Committee from the Facility Ad Hoc Committee with Discussion and Possible Action. (Members Miller, McGourty, Angelo)**

Member McGourty shared that the subcommittee was unable to meet due to busy schedules. She put together a time line of events regarding the old Howard Hospital in Willits and shared what she had gathered.

Member Angelo reminded everyone that the BOS directed her in 2010 to look at the old Howard Hospital site as a possibility for mental health services. The County had an energy study done by AirCon in 2010. In 2016 the property was again looked at as a possibility. On February 27 of 2017 the County again engaged with the Howard Hospital Foundation Board to look at the possibilities of the old Howard Hospital site. County staff Tammy Moss-Chandler, Jenine Miller and CEO Angelo met with the State regarding licensing and certification at the site. The State assured they would work with the County on this facility. County staff met with the Fire Marshall, contacted the State Fire Marshall and started to arrange a State pre-site visit (which hasn't been done yet) and reached out to Redwood Quality Management Company (RQMC) as a possible service provider and then discussed funding to build out the facility. County staff then decided what services could be provided from the site. A memo dated March 13, 2017 to Carmel Angelo from Tammy Moss Chandler (HHSAA Director) and Jenine Miller (Mental Health Director) gave preliminary ideas for services that could be provided at the old Howard Hospital. A schematic was drawn that turned into a blue print for the building which went to the Foundation. Then Measure B passed and the Committee was being formed and the County could not guarantee anything to the Howard Hospital Foundation.

The Foundation paid for an assessment of the building based on the blue print ideas from the County. Arnie Mello shared that the Foundation contracted with Helmer and Sons Inc. to get plans for turning the old Howard Hospital into what the County envisioned along with a cost report. A summary version is being shared today with the committee. Doug Eickenberry from Helmer and Sons and Doug Childs, an architect, are present to answer questions from the committee.

Doug Eickenberry addressed the committee regarding plans for the old Howard Hospital and their proposal. The proposal uses a market rate number and a prevailing wage number.

Committee Questions:

1. Does your plan include any safety measures for the site?
    - a) A perimeter fence is designed with entry points and is higher than the standard fence. The fence would be chain link.
  2. Is this a locked facility?
    - a) Yes, the entry ways would need to be reconstructed to be more secure and ADA compliant. Locked doors and fencing provides a double security system both for break outs and those trying to break in.
  3. Will all the programs in the facility be locked?
    - a) There are three different programs that are segregated, not sure if each needs to be locked. Doug Childs can clarify.
  4. OSHPOD, are there different levels?
    - a) Doug Childs will elaborate.
- Doug Childs, architect, addressed the committee:
- b) We are going under a different California Code Section, not OSHPOD, the cost will be less.
  - c) Regarding locked doors, day use areas may not require a locked facility however the long term programs will.

5. How big is the property?
  - a) About a city block, 500' x 700' square feet, just under an acre.
6. Why is the building not being classified as OSHPOD?
  - a) It is under a specific California State Code requirement separate section from OSHPOD, for psychiatric health facility. OSHPOD falls under the Department of Public Health code requirements.
7. Any special requirements for this construction?
  - a) Yes, there are some requirements and staff requirements as well. OSHPOD is focused on seismic, this code is not.

8. Do we need to change the buildings classification as a hospital? How will that be dealt with?
  - a) Camille Schrader, RQMC, shared that the old Howard Hospital is seismically approved for a level 4 facility. A med-psych hospital must be connected with a medical hospital. The Old Howard could be connected to the New Howard and be a level 4 facility on the building side of the requirements for a 16 bed PHF facility. It does not meet the standards for a level 5 which is what a psychiatric hospital requires.
  - b) The Crisis Access building is a crisis stabilization facility. It is 23 hours up to 3 days and voluntary. It is being built on Orchard Ave. in Ukiah.
  - c) PHF Unit is a 3 to 30-day program and would be at the old Howard Hospital.
  
9. Could the Crisis Access building on Orchard Ave. in Ukiah be co-located at old Howard Hospital?
  - a) No, it is a voluntary, unlocked facility.
  
10. Member Barash re-stated the differences between crisis stabilization and PHF:
  - a) Crisis Residential Treatment (Orchard Ave.) is a voluntary program, for those who are not yet at a dangerous stage. They are not a danger to self or others. It is preventative.
  - b) PHF Unit is a locked facility program for those who have escalated to the point of being a danger to self or others.
  
11. When was the budget created and how much was it?
  - a) It was created in October of 2017.
  - b) Market rate project cost is \$11,190,715.
  - c) Prevailing wage project cost is \$14,871,364.
  - d) That includes a 12% contingency fund.
  
12. Is there a scope of work plan for this?
  - a) Yes, it was drafted from the architects plan based on the County's desire for the structure. There are no structural plans or details.
  
13. Basically you are saying; yes we can build this and there are no details provided, correct?
  - a) We did a detailed proposal to the Foundation, what was presented to the committee is a downsized version.
  
14. Do you feel confident in the \$14 million estimate, can you stay within the budget?
  - a) Based on a preliminary plan, but there is no structural data or permit assessment fees.

15. Is the structural piece an issue? How firm are you on the \$14 million estimate?
- a) Not that I'm aware of, if we move forward we will get structural plans.
  - b) As a contractor I can't guarantee the cost until we get into it, but assumptions made are on what we know currently. We were conservative with our estimate.
16. If you had to construct a facility from scratch, what would that cost?
- a) Building from scratch, what you already have there, the cost would be triple of the estimate we have provided.
17. Margie Handley offered committee members a tour of the site, call to set a time with her. Office# 459-6874.
18. Does the State have to look at the plans to give approval?
- a) Doug Childs shared that it would be local plan review since we are not under OSHPOD. For licensing the State would review, but not construction.
19. How many square feet is the old Howard Hospital? Did you build the new Howard Hospital?
- a) Approximately 27,000 square feet
  - b) No, we did not build the new Howard Hospital but we did build the new clinic located next to it.
20. What is the price per square foot?
- a) \$400 per square foot. The new Howard Hospital was \$900 per square foot.
21. Considering this region, the fire damage and rebuilding efforts, what is the time frame to do this project? And if it was new construction, what would the time frame be?
- a) General contractors are scarce and materials have gone up as well.
  - b) New construction, finding a new property could take 6 months, planning approvals could take a year or more, it would take considerably longer vs. remodeling.
  - c) *Note: the proposal shared with the committee has time frames listed.*
22. Have you worked in the city of Willits before?
- a) Yes, we built the clinic, we had a good experience with the City of Willits.

Chair Allman encouraged members to tour the facility, however it cannot be done with a quorum number of members, must do individually or small group. Contact Margie to arrange.

## 5. Committee Member Reports.

a. **Member Miller:**

**Out of County Care 2016/17**

- Conservatorship board and care \$1.5 million county funds
- 5150 Psychiatric Hospitalizations out of county \$1.8 million county funds

b. **Member McGourty:**

Behavioral Health Advisory Board would like to know how the community knows about these meetings. Can we add to paper community calendars, radios, Sheriff Website?

Chair Allman: we will look into this

c. **Member Angelo:**

Nothing to report.

d. **Member Barash:**

Nothing to report.

e. **Member Liberty:**

Nothing to report.

f. **Member Weer:**

Nothing to report.

g. **Member Mertle:**

Would like all to consider the number of actual patients we will be treating.

Chair Allman shared that the assessment will help determine this point.

h. **Member Diamond:**

Shared he is getting questions from his district re: the work of the committee.

Get something to the press to explain our function.

i. **Member Riley:**

Nothing to report.

j. **Member Allman:**

Gave a book to everyone titled Robert's Rules of Order.

The Sheriff's Advisory Committee (12 noon) and BHAB (10 a.m.) will be in Covelo, April 18 at Yuki Trails.

k. **Member Moschetti:**

Nothing to report.



**6. Tasks**

<b>Given to</b>	<b>Task</b>	<b>Comments</b>
Clerk Briley	Add Rules of Procedure to the April 25 Agenda.	
Clerk Briley	Add Needs Assessment to April 25 Agenda.	
Clerk Briley	Send committee meeting info to press (papers & radio)	
Member Angelo	Place the amendment of the HHS/Kemper contract on the BOS 4/10/18 meeting agenda.	

**7. Adjournment.**

9a. Meeting adjourned at 2:24 p.m.