



**MENDOCINO COUNTY
BEHAVIORAL HEALTH
ADVISORY BOARD**

MINUTES

**August 17, 2016 from 10:00 AM to 2:00 PM
Family Resource Center Harwood Hall
44400 Willis Ave., Laytonville**

Chairperson
Nancy Sutherland
Vice Chair
John Wetzler
Secretary
Dina Ortiz
Treasurer
Kate Gaston
BOS Supervisor
John McCowen
BOS Supervisor
Alternate Dan Hamburg

1ST DISTRICT: DENISE GORNY JAN MCGOURTY LOIS LOCKART	2ND DISTRICT: CATHY HARPE DINA ORTIZ KATE GASTON	3RD DISTRICT: MARGIE HANDLEY MAUREEN O'SULLIVAN NANCY SUTHERLAND	4TH DISTRICT: EMILY STRACHAN JILL MCCAUGHNA VACANT	5TH DISTRICT: JOHN GILMORE JOHN WETZLER ROGER SCHWARTZ
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Regular Meeting

 Special Meeting

 Standing Committee Meeting

All Agenda Items are Subject to Discussion and/or Action

Agenda Item / Description		Action
Item 1	<p>Open Session, Call to Order, and Roll Call, Quorum Notice, Agenda Changes:</p> <ul style="list-style-type: none"> ➤ Chairperson Sutherland called the meeting to order at 10:15 am. ➤ Roll call of Members by Vice Chairperson Wetzler - a quorum is present. ➤ Members Absent from meeting: Kate Gaston ➤ Board of Supervisors Absent from Meeting: John McCowen and Dan Hamburg ➤ Mission Statement read by Chairperson Sutherland. <p align="center"><u>Mendocino County Behavioral Health Advisory Board</u> <u>Mission Statement:</u></p> <p align="center"><i>"To be committed to consumers, their families and the delivery of quality care with the goals of recovery, human dignity, and the opportunity for individuals to meet their full potential."</i></p>	
Item 2	<p>Approval and Discussion of July 20, 2016 Regular BHAB Meeting Minutes: <i>Handout</i></p> <ul style="list-style-type: none"> • Minutes passed as written, with a request to add members absent to minutes. Acting Administrative Secretary will add absent members to minutes as requested. 	<p>Board Action: Upon motion by Member Schwartz and seconded by Member Lockart with a unanimous vote by BHAB members present: It is ordered to approve the BHAB minutes from the July 20, 2016 meeting with the addition of absent members.</p>

<p>Item 3</p>	<p>Approval and Discussion of June 15, 2016 Regular BHAB Meeting Minutes: Tabled from last meeting. <i>Handout</i></p> <ul style="list-style-type: none"> • Minutes approved as written 	<p>Board Action: Upon motion by Member Schwartz and seconded by Member Gorny with a unanimous vote by BHAB members present: It is ordered to approve the BHAB minutes from the June 15, 2016 meeting as written.</p>
<p>Item 4</p>	<p>Treasurer and Secretary Reports - Discussion and Action</p> <p>Treasurer Report:</p> <ol style="list-style-type: none"> 1. BHAB Expense Report – <i>Handout</i> <ol style="list-style-type: none"> a. Chair Sutherland reminded members to turn in any outstanding expenses ASAP for FY 20 <p>Secretary Report:</p> <ol style="list-style-type: none"> 2. Communications: <ol style="list-style-type: none"> a. None at this time. 	<p>Board Action: Treasurer Report accepted by board.</p>
<p>Item 5</p>	<p>Report from Chair Sutherland Report from the Chair - <i>Handout</i></p> <ol style="list-style-type: none"> 1. Discussion of the financial training scheduled for next Tuesday August 23rd.. 2. Discussion of member terms. Chair Sutherland explained the way the terms will be expiring as outlined on the list included in the agenda packet. <ol style="list-style-type: none"> b. The first people on the list will have their terms expire on 12/16/16, so members need to think about if they want to renew or not. c. If they choose not to renew, Chair Sutherland asked if they would please help try to find a replacement. d. Member Jan McGourty stated she does not want to renew for another term. 3. For members wanting to renew the process has been simplified. The procedure is outlined in the BHAB By-Laws. 4. Discussion of why some members are considering not renewing. Partly due to the commitment needed, members that work it can be difficult to give 100%. Some members expressed their frustration at not being able to get things done. 5. Discussion of who should be recruited to be on the board and the commitment being a member requires. 6. Discussion of the list prepared by Mendocino County Administration as being incorrect. 7. Discussion of how the term list correlates with the new bylaws. 	<p>Board Action: Report Accepted by the board.</p>
<p>Item 6</p>	<p>Public Comment - Statement to be read by Vice Chair:</p>	

	<p><i>Citizen and Community comments and questions regarding Mental Health Services in the County are welcomed and encouraged and are one of the mandated functions of the Behavioral Health Advisory Board. Comments will be limited to three minutes or longer, at the discretion of the Chair. Speakers do not have to identify themselves.</i></p> <p><i>Members of the public wishing to make comments to the Mendocino County Behavioral Health Advisory Board will be recognized at this time. Public comment is also requested at each agenda item particular to that agenda subject matter.</i></p> <p><i>Board members may only “briefly respond” to public comments.</i></p> <p><i>Record of Public Comment may be documented by the Behavioral Health Advisory Board Secretary and added as an addendum to the minutes.</i></p> <ul style="list-style-type: none"> • Board of Supervisor Woodhouse was in attendance. He stated he has set one of his goals to making changes in Mental Health. He is excited to see some of the changes that have been made and hopes more changes will be happening. • Supervisor Woodhouse plans on attending more of the BHAB meetings in the future. • Supervisor Woodhouse recommended that people coming to the BOS meetings to speak that they not go into a big story about their issue but make a brief to the point presentation. • Supervisor Woodhouse would like to see more MH support to the rural areas of the county so that people in his district gets the help they need. 	
<p>Item 7</p>	<p>Director’s Report - Jenine Miller, Psy. D., Behavioral Health Director: Handout</p> <ol style="list-style-type: none"> 1. Director Report: <ol style="list-style-type: none"> a. Question from board regarding OMG chart audit. <ol style="list-style-type: none"> i. We are finalizing the results, audited 70 client charts and fiscal completing a review of 100% of the TAR’s. Will have a report for the BHAB at the next meeting. The providers have the right to appeal any audit results. b. Question about Medication Management, does MH have the client chart information? <ol style="list-style-type: none"> i. BHRS Director Miller responded we have charts/information but not in a user friendly format. She described how the chart information was 	<p>Jenine will bring audit report to next meeting.</p>

received and the process that both BHRS and RQMC have been doing to get the information from the flash drives and into a usable format.

- ii. Regarding whether we have history on the clients, yes we have history, but requests for information prior to July 1, 2016 should be going through the provider at that time to get the information needed.
- c. Question regarding whether BHRS has worked with Humboldt County to provide coverage in the far north county.
 - i. BHRS Director Miller stated the county hasn't done much work with Humboldt County but she is willing to work with them.
- d. Discussion of Mobile Outreach Prevention Services (MOPS). Joy Kinion and Sean Patrick (MOPS team) are available to come to Laytonville to provide assistance to people in the area, help get clients linked to services, and Joy is certified for 5150.
- e. BHRS Director Miller announced we have a new contracted Patient's Rights Advocate, Pamela Dawson. She will be coming to future BHAB meetings.
- f. The AOT coordinator Jeanette von Gunten has resigned. BHRS has already completed interviews for the position and is currently in the referral process.
- g. Question regarding where the county is on getting a psychiatrist, is there an active search and questions about possibly changing the job description for the head psychiatrist position.
 - i. BHRS Director Miller stated the county is conducting an active search, and is willing to look into changing the job description.
- h. Question regarding 5150 issues in the rural areas, are there any efforts to certify doctors in the outside locations?
 - i. BHRS and RQMC have been discussing how to have a procedure work for 5150 in the outlier areas.
 - ii. BHRS Director Miller described the procedure of what happens after the 5150 hold is placed.
 - iii. The South Coast will be a pilot program for a 5150 program. Plan on meeting in the next 2 months with Sonoma County to see how they may contribute to the process.
- i. Question about the Crisis Intervention Training (CIT) for law enforcement personnel.
 - i. Karen Lovato has been working on getting the CIT going. One of the issues to overcome is the law enforcement agencies have to be able to send personnel to training for 4 or 5 days and that is not always an option.
- j. Question regarding where the access centers are located

	<p>in Fort Bragg.</p> <ul style="list-style-type: none"> i. RQMC Tim Schraeder explained they have a crisis center in Fort Bragg but any mental health provider is an access center. ii. Discussion on how clients get help. iii. The county did training with staff on how to help clients walking in needing services. Any MHRS should step up and help with clients. <ul style="list-style-type: none"> k. Discussion of how many clients have been referred to AOT. l. Discussion of what services are provided at the Fort Bragg county office. They include Medication Services and Wraparound. <p>2. July Expenditure Reports - Doug Gherkin, Chief Financial Officer (CFO)</p> <ul style="list-style-type: none"> a. CFO Gherkin stated the fiscal department is in the middle of closing out the Fiscal Year (FY) 2015/2016. The Auditor's Office gives specific deadlines for when program/fiscal information has to be turned in. b. Question regarding when will the county start billing Medicare? <ul style="list-style-type: none"> i. CFO Gherkin doesn't know exactly when the county will be able to bill as there are requirements that will need to be met. ii. BHRS Director Miller stated the county is in the process of submitting an application to be able to bill Medicare. Before the contracting with OMG the county billed Medicare so it needs to be reestablished. iii. RQMC Tim Schraeder commented that to bill Medicare the providers has to be a psychiatrist, psychologist, LSW, or nurse. 	
<p>Item 8</p>	<p>RQMC Data and Updates by Written Report: <i>Handout</i></p> <ul style="list-style-type: none"> 1. Redwood Quality Management Company - Tim Schraeder, MFT - Chief Executive Officer <ul style="list-style-type: none"> a. Question as to what provider RQMC contracts with to provide services in Laytonville. <ul style="list-style-type: none"> i. RQMC Tim Schraeder stated they have a contract with Tapestry Family Services to provide services in the Laytonville area. ii. Tapestry works with the Laytonville Mental Health Coalition along with tribal, Healthy Start, and local schools. They meet once a month to discuss what the needs of students and/or families in the area. They have set up for at least 5 days a week to have someone available that can provide some kind of 	

	<p>mental health service for students or families.</p> <ul style="list-style-type: none"> iii. Tapestry serves about 120 clients from the local schools. iv. Health Fine from Tapestry focuses on providing a presence and services. Ron from Tapestry provides counseling for children in Laytonville. v. RQMC Tim Schraeder stated the Laytonville community has been able to come together and form their own solutions to some of the mental health issues. vi. Health Start is working on bringing in a telepsychiatric service to the area for adults needing mental health services. <p>b. RQMC Chandra Gonsales stated the data sheets/reports are not available this month as there was not enough time to complete the logs this month since it's all new. When the BHAB meetings are earlier in the month it just doesn't give enough time.</p> <ul style="list-style-type: none"> i. RQMC Chandra Gonsales stated she would send the data sheets/reports to Acting Administrative Secretary Peckham to send out at the end of the week. ii. RQMC Chandra Gonsales suggested that it would be more consistent to send the data a month behind. She feels they will get into a rhythm and will be able to get the data/reports out on time. <p>c. RQMC Chandra Gonsales asked the board if they wanted to see the reports as one or separate adults and children/TAY. The board responded they would like the reports to be separated.</p> <p>d. RQMC wrote 19 5150's in July and worked with follow up care with the clients.</p> <p>e. They had 35 hospitalizations, adults and children/TAY.</p> <p>f. RQMC are looking at hiring at least 2 more after care staff for clients released from hospitalization. Also looking to hire a placement coordinator.</p> <p>g. RQMC has made arrangements for 2 crisis/emergency appointments slots with BHRS psychiatrists for future coverage for clients.</p>	<p>RQMC Chandra Gonsales will send Data Sheets/Reports.</p>
<p>Item 9</p>	<p align="center">12:00 to 12:30 LUNCH BREAK</p>	<p>Adjourned 12:14 Reconvened 12:51</p>
<p>Item 10</p>	<p>County Transition Report:</p> <ul style="list-style-type: none"> 1. Presentation by Jenine Miller, Psy. D., Behavioral Health Director and RQMC Representative(s) <ul style="list-style-type: none"> a. Question about the Fort Bragg County office seeming to be shorthanded. <ul style="list-style-type: none"> i. BHRS Director Miller clarified the receptionist in that office is also covering for Child Welfare 	

Services as they share the office space.

- ii. One of the biggest challenges is getting clients in for medication services, but it's getting much better.
- b. Question regarding how long from when a client is contacted to when they get an appointment?
 - i. BHRS will be adding another psychiatrist and since we are using telepsychiatry we can flex the time for Fort Bragg and Ukiah to fit clients in. All the clients that have not been seen by Dr. Garratt or the telepsychiatrists are getting an hour appointment the first time and half hour appointments for future appointments.
 - ii. BHRS is working on getting another contract for telepsychiatry in Willits.
- c. Question regarding where do adult clients go for counseling in Fort Bragg?
 - i. RQMC Tim Schraeder responded they go either to the Hospitality Center or to RCS office. The plan is for most of the adult clients on the coast to be provided services by Hospitality Center.
- d. Question of where do clients with a dual diagnosis go?
 - i. SUDT is fully staffed now in Ukiah and has 2 counselors in Fort Bragg. SUDT adolescent counselors are out in the community doing counseling in the schools, Arbor in Ukiah is now Drug Medi-Cal certified and can provide services.
- e. Discussion of Ford Street Project having some beds for SUDT clients. They don't do Medi-Cal billing, they are mostly private pay or through an agency.
- f. Question regarding if there are any staff out "walking the streets" to help the homeless?
 - i. The only ones out on the street is Joy Kinion/Sean Patrick from MOPS.

RQMC Tim Schraeder asked to make a statement to the board:

- He stated that he understands that many people have had traumatic experience in the rural areas. He understands the concerns of the board and communities for getting MH services to the rural areas. He asked that people understand that this is a 6 week old system and everyone is working their hearts out trying to make it all work. RQMC and the County have been working very closely together.
- RQMC wants to work with people and get clients stable. He thinks we have too many clients locked up and is working on ways to step clients down out of locked facilities and bring some clients back into the community with support and housing.
- He is asking the board to give their support as the system develops and not to criticize. RQMC recognizes that there

	<p>is a lot more needed, they are trying to get more services and options available.</p> <p>Comments from the board:</p> <ul style="list-style-type: none"> • Member Lockart spoke of advocating and respecting others. The county doesn't have the money to fix everything; we need to do it together. • Member Gorny stated she is pleased with what has happened in the last 6 weeks and feels the board needs to be a little more patient and not beat up the new folks. • Chair Sutherland stated this is one of the things the board needs to look at, what is the role of the board with the new system. 	
<p>Item 11</p>	<p>Membership BHAB moving forward:</p> <ul style="list-style-type: none"> • Chair Sutherland sent out a list to members with concepts and goals for the board to consider for the next year. The idea that instead of starting with ad hoc committees, perhaps each member take on a topic of personal interest to them. They would then follow up on that topic; attend meetings, investigate, research topic, follow legislation or whatever comes up along their topic area. At the BHAB meetings the members can keep the board updated on current happenings. Chair Sutherland thinks the reports should be part of the monthly Report from the Chair. • Discussion on how this process would work. The board members expressed their concern with the time the report would take at each meeting. Chair Sutherland didn't think there would be a report from each member at every meeting. • Discussion on board members being proactive on their selected topics. There was some agreement that parceling out the topics as a way for the board to have more understanding, as each person on the board cannot understand each subject. Other opinions were that the board needs to do some strategic planning to figure out what they need to focus on, and then look at different topics. Education of the public regarding mental health was one subject that was discussed. • Chair Sutherland requested the board members do their homework on what topics interest them and what they would like to do. <p>Meeting Adjourned 2:16</p>	
<p>Item 12</p>	<p>Agenda Item Handouts:</p> <ol style="list-style-type: none"> a. BHAB draft regular meeting minutes – July 20, 2016 b. BHAB draft regular meeting minutes - June 15, 2016 c. Treasurer Report d. Report from the Chair 	

	e. Director's Report f. Expenditure Reports Handouts from the meeting: a. BHRS org. chart b. Adult Mental Health First Aid flier c. Healthier Living Workshop flier d. The Healthy Start News - August 2016	
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*Thank you for your interest in the proceedings of the Mendocino County
Behavioral Health Advisory Board.*

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The Mendocino County Behavioral Health Board complies with ADA requirements and upon request will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government code Section 54953.2) Anyone requiring reasonable accommodations to participate in the meeting should contact the Mendocino County Mental Health's Administrative Office by calling (707) 472-2310 at least five days prior to the meeting.

 John Wetzler Behavioral Health Advisory Board Chair	10-19-16 Date
 Attest: Carolyn Peckham, Acting Administrative Secretary	10/19/16 Date

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