



**MENDOCINO COUNTY BEHAVIORAL
HEALTH ADVISORY BOARD
REGULAR MEETING
MINUTES**

**July 18, 2018
10:00 a.m. to 2:00 p.m.**

**Public Health Building, Conference Room 1, 1120 S. Dora St. Ukiah
and by live video conferencing
Seaside Room, 778 S. Franklin St., Fort Bragg**

Chairperson
JAN MCGOURTY

Vice Chair
EMILY STRACHAN

Secretary
DINA ORTIZ

Treasurer
CATHY HARPE

BOS Supervisor
GEORGEANNE
CROSKY

1ST DISTRICT: DENISE GORNY JAN MCGOURTY LOIS LOCKART	2ND DISTRICT: CATHY HARPE DINA ORTIZ MICHELLE RICH	3RD DISTRICT: MEEKA FERRETTA AMY BUCKINGHAM VACANT	4TH DISTRICT: EMILY STRACHAN TAMMY LOWE VACANT	5TH DISTRICT: PATRICK PEKIN MARTIN MARTINEZ FLINDA BEHRINGER
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OUR MISSION: "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."

Item	Agenda Item / Description	Action
1. 5 minutes	Call to Order, Roll Call, & Quorum Notice Approve Agenda: <ul style="list-style-type: none"> Meeting called to order by Chair McGourty at 10:00 a.m. Roll call read by Vice Chair Strachan Quorum met Members present: Harpe, Gorny, McGourty, Lockart, Ortiz, Rich, Ferretta, Buckingham, Strachan, Lowe, Pekin, and Martinez. BOS Supervisor McCowen also present. Discussion and approval of agenda Chair McGourty announced the MHSA Three-Year Plan Annual Update Public Hearing will be at 12:00. 	Board Action: Motion made by Member Gorny, Seconded by Member Rich to approve the agenda for BHAB meeting July 18, 2018; approved by a unanimous yay vote by members present.
2. 10 minutes	Minutes of June 20, 2018 BHAB Regular Meeting: Discussion and Approval (Handout) <ul style="list-style-type: none"> Discussion and review of June 20, 2018 BHAB minutes. Needed correction of typo – Section 1, last bullet – Croskey misspelled. BHRS Administrative Secretary Peckham will make correction to minutes. Minutes approved with correction of typo. 	Board Action: Motion made by Member Ferretta, seconded by Member Lowe to approve June 20, 2018 BHAB minutes with typo correction as noted; approved by unanimous yay vote by members present.
3. 15 minutes	Public Comments: <i>Members of the public wishing to make comments to the BHAB will</i>	Board Action:

<p>(Maximum)</p>	<p><i>be recognized at this time.</i></p> <ul style="list-style-type: none"> A. Anne Harvey and Lisa Snyder from Safe Passage attended the meeting at the Fort Bragg site, they wanted to introduce themselves. Safe Passage currently has a contract with BHRS. They are working in the Family Resource Center in Fort Bragg. <ul style="list-style-type: none"> I. The Safe Passage program reaches out to the Latino population on the coast. They try to connect people to services and will provide interpreter services if needed. II. BHRS Director Miller commented the funding for the contract with Safe Passage comes from the MHSa PEI funds. B. Richard Matens, Executive Director for Consolidated Tribal Health Project stated they just received funding through the MHSa Reversion Plan approved by BOS. <ul style="list-style-type: none"> I. Consolidated Tribal Health has contracted with North American tele-psychiatry services at the clinic. The provider will prescribe medications as needed for mental health clients. They started with tele-psychiatry services one half day per week and are now up to one full day per week of services. 	
<p>4. 20 minutes</p>	<p>Board Reports: <i>Discussion and Possible Action</i></p> <ul style="list-style-type: none"> A. BOS Supervisor Croskey: <ul style="list-style-type: none"> I. Supervisor Croskey was not available to report. B. Chair: <ul style="list-style-type: none"> I. BOS Presentation- <ul style="list-style-type: none"> a. Chair McGourty commented on the presentation she made to BOS July 10, 2018. She stated it was difficult to present as she didn't know what to expect. b. Chair McGourty stated that other advisory boards are having the same issues with communication with BOS. She thinks there needs to be a policy and procedure for communication with BOS and the County Advisory Boards. c. In the presentation she addressed the lack of staffing issues for BHRS, the importance of moving forward with the Stepping Up Program, and issues with the State Oversight and Accountability Commission (OAC). d. Chair McGourty stated she thinks BOS has more concern about complains that recommendations from BHAB. e. Vice Chair Strachan commented she watched the presentation and thought it went pretty well. She stated BHAB needs to keep their recommendations in front of BOS. II. Chair McGourty questioned if BHAB was going to be back on the BOS agenda, if so when. <ul style="list-style-type: none"> a. BHRS Director Miller will follow up to see if BHAB is scheduled. Supervisor Croskey was not available to comment. III. Chair McGourty asked for ideas on how to present recommendations to BOS. <ul style="list-style-type: none"> a. Member Ferretta stated she thought that there should be 	<p>Discussion and Possible Action:</p> <p>BHRS Director will follow up regarding BHAB being on the BOS agenda.</p>

	<p>an item on the BHAB agenda to discuss recommendations.</p> <ul style="list-style-type: none"> b. Discussion of an Ad Hoc Committee to prepare more formal recommendations to address BOS. c. By consensus of BHAB members present an Ad Hoc BOS Communication Committee was created. The members of the committee will be Members Rich, Lockart and Gorny. <p>IV. There was a suggestion of the County purchasing prefabricated buildings for Mental Health treatment facilities.</p> <ul style="list-style-type: none"> a. BHRS Director Miller suggested that any discussion or recommendation from BHAB wait until the report from Lee Kemper is completed. <p>V. Discussion of creating a procedure for 5150 holds.</p> <ul style="list-style-type: none"> a. Member Lockart stated she thought BHAB should put a procedure in writing regarding 5150 holds. b. By consensus of members present an Ad Hoc 5150 Hold Committee was created. The members of the committee will be Members Lockart, Ortiz, and Lowe. BHRS Director Miller will review recommendations from the committee before it goes to BOS. c. Vice Chair Strachan commented there are 5150 hold procedures in provider contracts, so any recommendation needs to keep that in mind. d. Discussion of when the date and time of the 5150 hold starts and ends. This is a gray area and is not well defined; it depends on the placement facility's interpretation of the procedure. e. Discussion of what happens to clients when they are released from hospitalization and if there should be a procedure defined. f. Member Buckingham commented BHAB needs to look at what resources are available in the County before trying to create a procedure. g. BHRS Director Miller stated RQMC tracks all the 5150 holds, but if a client has private insurance RQMC/County no longer has the right to track when the client is released or what follow up they receive as defined by HIPAA regulations. RQMC/County can only track Medi-Cal, Medicare, and Medi-Medi clients. The client has the right to refuse any follow up services and cannot be forced to participate. She followed up with an explanation of the payment process for crisis clients and reminded everyone in attendance that the County only provides services for Severely Mentally Ill clients. <p>VI. Discussion of the Crisis Intervention Training (CIT) and how important it is to get Law Enforcement and other first responders trained.</p> <p>C. Secretary:</p> <ul style="list-style-type: none"> I. Member Ortiz reported there was a walk by/drive by shooting in the County, she thought the young man shot may have died. <p>D. Treasurer:</p>	<p>Ad Hoc BOS Communication Committee created to format recommendations to BOS from BHAB.</p> <p>Ad Hoc 5150 Hold Committee created to look at recommendation for a procedure to be adopted by BOS.</p>
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	<p>I. Treasurer Harpe stated BHAB members have a copy of the Fiscal Year 2018/2019 budget. She announced any outstanding bills need to be submitted to the County A.S.A.P. for yearend close sure.</p> <p>E. Membership Committee: <i>Applicants</i></p> <p>I. Amy Buckingham was approved to be recommended to be appointed by BOS to BHAB.</p> <p>a. Member Buckingham introduced herself, she is from Round Valley, has worked at Howard Hospital in Willits for eleven years. She wants to advocate for people with mental illness.</p> <p>b. BOS Supervisor McCowen was in attendance to officially swear in new BHAB Member Buckingham.</p> <p>F. BHAB Training Opportunities:</p> <p>I. There will be a California Local Behavioral Health Boards/Commissions (CALBHBC) training August 25, 2018 in Redding. Discussion of who would attend the training. The people attending this training will be Chair McGourty, Members Rich and Lockart, and BHRS Administrative Secretary Peckham.</p> <p>II. Chair McGourty recommended all board members attend training at some point while being on BHAB.</p> <p>III. Member Behringer attended the CALBHBC training in Los Angeles.</p>	
<p>5. 20 minutes</p>	<p>BHAB Committee Reports:</p> <p>A. By-Laws Committee: <i>(Members Martinez & Ferretta)</i></p> <p>I. Member Ferretta commented the board needs to vote on which version of the By-Laws they want to go to County Council for review.</p> <p>II. Discussion of the difference between version A and B.</p> <p>III. Discussion on what is being added/changed.</p> <p>IV. Member Lockart stated the membership section needs to be revised also.</p> <p>V. By-Laws update version A was approved by consensus of members present and will move forward to County Counsel review.</p> <p>B. Flow Chart Committee: <i>(Members Strachan & Pekin)</i></p> <p>I. Vice Chair Strachan stated the committee has come up with a plan for the information flow chart, they just need to put in the “boxes”.</p> <p>a. Member Pekin described some of the categories that they will be using. The plan is to develop a chart for each geographical area of the County.</p> <p>b. Member Ferretta volunteered to help with formatting the chart(s).</p> <p>II. Discussion of the areas, it will be loosely based on where the BHAB meetings are held.</p> <p>a. Member Ortiz asked who will be the intended recipients of the charts and who will they be given to.</p> <p>i. Member Pekin commented that first responders, providers, crisis workers, etc.</p>	<p>Discussion and Possible Action:</p> <p>By consensus of members present By-Laws update version A was approved.</p>

b. Member Rich asked if the charts will be just for County services.

i. Member Pekin stated the charts are just for crisis services.

C. Dual Diagnosis Committee: *(Members Lowe & Ortiz)*

I. Member Lowe commented the committee has seen an improvement in the clinic and hospital services.

D. Project Follow-up Committee: *(Members Behringer & Gorny)*

I. Member Gorny commented on the Accessory Housing Unit forum she attended, presented by Mary Lou Lennard.

a. There is an interest in looking into Accessory Housing Units for the Coast.

b. Discussion of the State housing regulation changes that will be a problem for the future.

II. Member Gorny commented on the Willow Terrace photos that were part of the BHAB agenda packet showing the progress of the construction. She is pleased to see some movement toward housing for mentally ill people.

a. Member Rich commented on Dr. Marbut's report that the County should be very careful how the Willow Terrace is filled.

b. BHRS Director Miller explained the tenants placed in Willow Terrace housing will have to meet a very strict criterion to qualify. A waiting list is already being developed.

c. Member Gorny stated the State Council on Development Disabilities is recognizing and watching the accomplishments in Mendocino County.

III. BHRS Director Miller commented on the meeting she had with the director of Redwood Coast Regional Center (RCRC), they discussed the possibility of being able to work together in the future with combining funds and efforts on new housing projects.

IV. Discussion of migrant housing, there is some migrant housing being built currently in Ukiah on Bush Street.

E. Stepping Up/CIT Committee: *(Members McGourty, Harpe & Rich)*

I. Chair McGourty commented that there was a presentation to BOS regarding Stepping UP and CIT training.

II. BHRS Director Miller stated there will be a Stepping Up meeting scheduled for late in August or early September. She is still working on CIT and there may be possible funds from MHSA for training costs.

III. Member Gorny commented the State gave RCRC a \$20,000 grant to get Law Enforcement and other first responders trained. She will keep the board posted on the progress with the grant.

IV. Member Lockart commented on the information Joe Ayers provided at the Boonville BHAB meeting and that he is interested in this training.

<p>6. 20 minutes</p>	<p>Contract Review: <i>County Contract with Redwood Quality Management Company</i></p> <p>A. Adult Services Contract Exhibits A & B:</p> <p>I. Secretary Ortiz stated she thinks the contracts need to come to BHAB before it gets approved by BOS.</p> <p>a. BHRS Director Miller commented that the County will be starting in the next few months to write the contracts for the next year. So if there is something in the contracts they want changed or added, they can make their recommendation(s) to her.</p> <p>II. Member Rich asked about the Provider List.</p> <p>a. BHRS Director Miller commented that the changes being made are due to new regulations and BHRS is working on getting the Provider List updated, once completed it will be on the County website.</p> <p>III. Vice Chair Strachan (Page 4-Utilitation) asked if there is a lot of data coming in to the county.</p> <p>a. BHRS Director Miller commented that there are two surveys the State requires each year, this is the first time the County received</p> <p>b. The results of the survey from the State. The results of the survey will be brought to a BHAB meeting in future. There are surveys that RQMC does and that information once processed will be shared with BHAB.</p> <p>c. RCS CEO Camille Schraeder commented that the data dashboard which is included in the BHAB agenda packet monthly is the utilization report.</p> <p>IV. Vice Chair Strachan stated she would like to know what happens with people after release from hospitalization, wants to get some closure of sorts.</p> <p>a. RCS CEO Camille Schraeder commented she would like for the board to give her a list of outcomes they would like to know, so it can be included in the RQMC reports.</p> <p>V. Chair McGourty commented that there is no report of grievances and Appeals to BHAB.</p> <p>a. BHRS Director Miller stated it is a violation of HIPAA to give any personal identifying information regarding clients. She will add the number of grievances to the Director Report for the board. All grievances come to the county and are processed by the Quality Assurance Unit (QA).</p> <p>VI. Discussion of the Program Improvement Project (PIP). BHRS Director Miller commented she reports to BHAB regarding the PIPs with the EQRO information.</p> <p>VII. Discussion of Notice of Action (NOA) and how and when they need to be sent to clients. The name has been changed by the State to Notice of Adverse Benefit Determination (NOABD).</p> <p>VIII. Discussion of timeliness requirements.</p> <p>IX. Member Lockart asked if Cultural Competency has improved.</p> <p>a. BHRS Director Miller stated she sees improvement, and commented on some of the improvements.</p>	<p>Discussion and Possible Action:</p>
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	<p>X. Discussion of Assisted Outpatient Treatment (AOT) services. AOT requirement is listed in the contract; what the County agrees to do and what RCS has agreed to provided.</p> <p>a. BHRS Director Miller described what the AOT coordinator Will Riley does with clients and how he tracks and makes sure the client gets contacted with providers. Mr. Riley works with RCS to track client participation with providers and approves the client transition plans.</p> <p>b. Member Lowe asked if there is tracking after the client is released from the program.</p> <p>c. BHRS Director Miller stated AOT is court ordered, the County can make recommendations to the Court, and any orders are at the digression of the Judge.</p> <p>XI. Due to lack of time Chair McGourty would like to continue this this discussion/review at the next BHAB meeting starting at page 16.</p> <p>B. Medication Management Contract Exhibits A & B:</p> <p>I. Due to lack of time this contract was not reviewed at this meeting.</p>	
<p>7. 15 minutes</p>	<p>Mendocino County Report: <i>Jenine Miller, Psy. D., BHRS Director</i></p> <p>A. See Director Report: <i>(attached in the Agenda Packet)</i></p> <p>I. BHRS Director Miller stated that with the discussion regarding grievances she will add Grievances and Appeals to the Director Report monthly.</p> <p>II. The Consumer Satisfaction Survey Results will be sent to BHAB for Mental Health (MH) and Substance Use Disorder Treatment (SUDT).</p> <p>III. By the end of this fiscal year BHRS will have been through Five State Audits. BHRS was selected to be part of a new MHSA Program Review which is a pilot review. This review will be similar to the DHCS Triennial Audit. BHRS has received the MHSA Protocol, it's about twenty pages. The protocol will be sent to BHAB members.</p> <p>IV. There was a short notice SUDT audit June 21 and 22, 2018. BHRS passed completely in compliance with no follow up correction plan needed.</p> <p>V. Discussion of the upcoming Triennial Audit and the expectations of what to present. In 2015 BHRS had a 96% compliance rating, which is very good.</p> <p>VI. Chair McGourty asked about the Triage Grants.</p> <p>a. BHRS Director Miller stated BHRS applied for the Children's grant, but it was not awarded.</p> <p>B. Fiscal Reports: <i>Handout</i></p>	<p>Grievance information will be added to the BHRS Director Report monthly. Survey Results will be sent to members. BHRS Administrative Secretary Peckham will send out the MHSA Program Review Protocol.</p>
<p>8. 15 minutes</p>	<p>RQMC Report: <i>Tim Schraeder, CEO</i></p> <p>A. Data Sheet: <i>(Handout)</i></p> <p>I. RCS CEO Camille Schraeder commented the RQMC Data Dashboard was not available due to the RQMC staff working on getting documentation for Audits.</p> <p>a. RQMC is working on re-auditing the Progress Notes to</p>	<p>Discussion and Possible Action:</p>

	<p>make sure they meet the State regulations.</p> <p>II. With RQMC taking over Medication Management services, it used up any extra funding they may have had for FY 17/18. So there is no savings to cover any extra costs. To try and have the Medication Management services not have down time they are double/tripled booked clients to cover for no shows.</p> <p>III. Member Gorny asked about the Orchard Project.</p> <p>a. RCS CEO Camille Schraeder stated the project is on hold due the grant they applied for has been denied, so they will have to look at other possible funding sources, possibly Measure B funds.</p> <p>IV. Member Martinez asked if RQMC was offering wellness measures for their staff. He commented about the recommendation for BOS to recognize the BHRS staff to avoid burnout. Discussion of BHAB voting to make a recommendation to BOS regarding staff.</p> <p>a. An Ad Hoc Recommendation Committee was formed to write and review recommendations before going to BOS. Committee Members are Martinez and Buckingham.</p> <p>V. RCS CEO Camille Schraeder commented that there is a new ten bed housing to be available.</p> <p>VI. RCS CEO Camille Schraeder stated passing audits with a high rating is important for the County and continuing to build on the Adult System of Care.</p>	<p>BHRS Administrative Secretary Peckham will look up the date the recommendation was approved.</p>
<p>9. 30 minutes</p>	<p>Public Hearing on MHSA Three Year Plan - Annual Update: Review and Discussion</p> <p>A. BHRS Director Miller presented the MHSA Three Year Plan - Annual Update. She announced Rebekah Anthony will be capturing the comments and questions from the board and public. There will be no response to the questions or comments; they will be put in written form with the Plan.</p> <p>Adjourned for lunch 12:33 reconvened at 1:10</p>	<p>Board Action:</p>
<p>12:30 to 1:00 Lunch Break</p>		
<p>10. 25 minutes</p>	<p>Guest Speaker: Lieutenant John Bednar, Mendocino County Jail - Discussion of changes at the Jail</p> <p>A. Lieutenant Bednar commented that the jail is leaning toward Dr. J Holden's program for felony and misdemeanor Competency Restoration. The contract with the State for the programs is still in negotiation process.</p> <p>B. Lieutenant Bednar stated there have been changes in the plans for the new medical wing of the jail. He stated they are bringing the programs to the inmates instead of taking the inmates out of their cell units to go to the programs, which is sometimes problematic.</p> <p>C. In the new wing, there will be cells for Severely Mentally Ill inmates, administrative offices, and four cells for higher risk inmates. There will be program rooms for each pod (section) to bring programs to the inmates. Each pod will have an attorney</p>	<p>Discussion and Possible Action:</p>

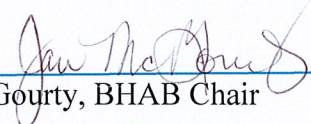
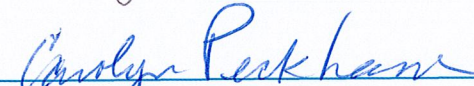
	<p>contact room.</p> <p>D. Treasurer Harpe asked when the ground breaking will happen.</p> <p>E. Lieutenant Bednar said they don't expect it to happen until 2020/2021. They will be focusing on what kind of environment they want to create.</p> <p>F. Dr. J Holden commented that the new wing would make it much smoother and quicker to get the restoration program going.</p> <p>G. Lieutenant Bednar stated that Captain Tim Pearce visited several different facilities; he took some of the designs that worked well and integrated them in the plans. There will be three-quarter inch glass in front of each cell so there will be line of sight at all times.</p> <p>H. The capacity for housing inmates will be sixty, but could be up to ninety, if necessary. Lieutenant Bednar clarified there will be five cells set aside solely for mentally ill inmates that cannot function with other people, there will be other cells for mentally ill that are able to function around other people.</p> <p>I. Member Ortiz asked about the gender population of the new wing. Lieutenant Bednar responded that it will depend on the population; it may need to be a mixed population, if that becomes necessary.</p> <p>J. Chair McGourty asked if there was anything that the Behavioral Health Advisory Board was able to do to help move the restoration along. Lieutenant Bednar said that the state is 100% behind having felony restoration in the jails. The negotiations have been going between Sheriff Tom Allman and the State, he feels that the Sheriff has been moving forward in good faith and does not think there is currently anything that the Behavioral Health Advisory Board or Board of Supervisors could do to move it along at this time; he would probably appreciate knowing that he has support.</p> <p>K. Lieutenant Bednar commented that the Jail has leased education-based tablets for the inmates; they offer a reward system to incentivize the inmates to work through the educational programs.</p> <p>L. Member Martinez asked about the ethnicity of the inmates currently in the jail and Lieutenant Bednar responded that while not all of the inmates are white males, it is predominately white males.</p> <p>M. Vice Chair Strachan commented that she thinks that the Behavioral Health Advisory Board should write a recommendation to have it explicitly stated the where will be flexibility in the number of beds available for the inmates with mental illnesses. Lieutenant Bednar indicated that he understood and that there will be flexibility in who can use the beds.</p>	
<p>11. 30 minutes</p>	<p>Guest Speaker: <i>Dr. J Holden, Clinical Psychologist - Reporting on the Misdemeanor Competency Restoration at the Jail</i></p> <p>A. Dr. J Holden commented that the provided report was regarding what they have done over the last year. He discussed that some of the offenses that clients were charged with that were deemed</p>	<p>Discussion and Possible Action:</p>

	<p>not competent to stand trial. Dr. Kevin Kelly does a majority of the assessments for the County.</p> <p>B. Dr. J Holden feels that most of the clients are over charged, but frequently the charges get plea bargained down. He commented that clients in state hospitals frequently are put into isolation, which creates more problems.</p> <p>C. Dr. J Holden made the comment that there has been movement to provide more jail-based competency restoration; the program has already been able to save the county \$82,000 per year from the decreased jail time and expenses associated with an extended incarceration. There were 11 referrals last year.</p> <p>D. Dr. J Holden said that Sheriff Tom Allman was in negotiations for felony treatment with misdemeanor cases.</p> <p>E. Dr. J Holden discussed that the treatment will either be accepted or not by the client, but the longer you go without beginning treatment, the more likely they are to refuse it.</p> <p>F. Dr. J Holden's rate of restoration has been 89%.</p> <p>G. This program has reduced the amount of days that clients were in jail, which has helps to save the county a lot of money.</p> <p>H. He has been pleased with how well the program has been received by the county.</p>	
<p>12. 5 minutes</p>	<p>Adjournment: Member Ortiz motioned to adjourn, Member Martinez seconded to adjourn at 2:00 P.M.</p> <p>Next Meeting: September 19, 2018 - Ukiah and live video conferencing to Fort Bragg</p>	

Agenda Item Handouts:	
<p><i>BHAB Agenda - August 15, 2018</i> <i>BHAB Draft Regular Meeting Minutes – July 18, 2018</i> <i>BHAB Finance Reports</i> <i>Contracts - Exhibits A & B</i> <i>MHSA Three Year Plan - Annual Update</i> <i>Dr. J Holden, Report</i> <i>Stepping Up/CIT Recommendations to BOS</i></p>	<p><i>BHRS Department Report</i> <i>RQMC Director's Report</i> <i>ASSIST Training Flier</i> <i>CALBHBCC Training Flier</i> <i>Draft By-Laws Updates</i> <i>BHAB BOS Presentation</i> <i>Meeting Location Maps</i></p>

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.

 Jan McGourty, BHAB Chair	8-15-18 Date
 Carolyn Peckham, BHRS Administrative Secretary	8/15/18 Date

CONTACT INFORMATION: PHONE: (707) 472-2310 FAX: (707) 472-2331
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 WEBSITE: <https://www.mendocinocounty.org/government/health-and-human-services-agency/mental-health-services/mental-health-board>