



# MENDOCINO COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

## REGULAR MEETING MINUTES

**December 20, 2017**  
**10:00 a.m. to 2:00 p.m.**  
**Manzanita Services**  
**410 Jones St., Ukiah CA**

**Chairperson**  
Jan McGourty

**Vice Chair**  
Patrick Pekin

**Secretary**  
Dina Ortiz

**Treasurer**  
Cathy Harpe

**BOS Supervisor**  
Dan Hamburg

**1<sup>ST</sup> DISTRICT:**

DENISE GORNY  
JAN MCGOURTY  
LOIS LOCKART

**2<sup>ND</sup> DISTRICT:**

CATHY HARPE  
DINA ORTIZ  
KATE GASTON

**3<sup>RD</sup> DISTRICT:**

MARGIE HANDLEY  
MEEKA FERRETTA  
VACANT

**4<sup>TH</sup> DISTRICT:**

EMILY STRACHAN  
TAMMY LOWE  
VACANT

**5<sup>TH</sup> DISTRICT:**

PATRICK PEKIN  
MARTIN MARTINEZ  
FLINDA BEHRINGER

**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
<b>1.</b> 5 minutes	<b>Call to Order, Roll Call &amp; Quorum Notice</b> <b>Approve Agenda:</b> <ul style="list-style-type: none"> <li>Chair McGourty called the meeting to order at 10:04.</li> <li>Secretary Ortiz called roll</li> <li>Quorum not met, two members arrived late, quorum met at 10:24.</li> <li>Agenda discussed and voted to approve by members present.</li> <li>Members present: Cathy Harpe, Dina Ortiz, Emily Strachan, Jan McGourty, Lois Lockart, Margie Handley, and Meeka Ferretta.</li> </ul>	<b>Board Action:</b> Motion made by, Member Handley, seconded by Member Strachan to approve the agenda as written passed with an unanimous yay vote by members present.
<b>2.</b> 10 minutes	<b>Minutes of November 15, 2017 BHAB Regular Meeting:</b> <i>Discussion and Approval (Handout)</i> <ul style="list-style-type: none"> <li>Minutes from the November 15, 2017 meeting approved as written by members present.</li> </ul>	<b>Board Action:</b> Motion made by Member Handley, seconded by Treasurer Harpe to approve minutes from November 15, 2017 as written passed with an unanimous yay vote by members present.

<p><b>3.</b> 30 minutes</p>	<p><b>Public Comments:</b> <i>Members of the public wishing to make comments to the BHAB will be recognized at this time.</i></p> <ul style="list-style-type: none"> <li>• Sheriff Allman was in attendance to comment on Measure B. He stated that Measure B is going to be a major part of everyone's life going forward. He really appreciates all the support he has received from BHAB members.</li> <li>○ Sheriff Allman announced there will be a meeting January 24, 2018 at 1:00 in Room C at the County Administration Building 501 Low Gap Rd. Ukiah to discuss Measure B. The meeting will fall under the Brown Act requirements. This will be the first meeting of the Oversight Committee.</li> <li>○ Sheriff Allman asked the BHAB members to consider who they wanted to represent BHAB on the Oversight Committee.</li> <li>○ Sheriff Allman commented that no money is expected to be available to the County until August 2018. Also wants BHAB to understand how important their role will be in the oversight of Measure B.</li> <li>○ A question was asked; when does the tax start? Sheriff Allman stated that it will start ninety days after it is approved by the State.</li> <li>• Sheriff Allman commented regarding a match grant that the college has received to build a training facility for mental health. It could also qualify as a training facility for the Sheriff's Office to use.</li> <li>• Acting HHSA Director Molgaard introduced herself to the members and public in attendance.</li> <li>• There was discussion of the Felony Restoration Contract with the State that has been in process for quite a while and has been on hold while there were issues being worked out. Acting HHSA Director Molgaard announced that the contract will be held by the Sheriff's Office. The Sheriff will be taking the lead in the contract as they have the key components needed and they are contracted with the medical contractors that will be providing the care.</li> <li>• Dr. J Holden commented that he came to the meeting to get clarification as to where the contract was in being signed. He is very happy to hear there has been movement forward.</li> <li>• Chair McGourty asked if there was a date for when the contract would be signed. Acting HHSA Director Molgaard commented that since the decision was just made as to which department would be the lead in the contract, not at this time. The Sheriff has just turned the information over to his contract person to move forward.</li> <li>• Discussion of funding issues that Sonoma County has had with their contract with the State for Felony Restoration.</li> <li>• Question; How is BHAB going to know when the contract is completed? Acting HHSA Director Molgaard suggested BHAB send an e-mail to the Sheriff to get information or</li> </ul>	<p>Board Action:</p>
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	<p>the other option is to set up an Ad Hoc Committee to follow up with the Sheriff.</p> <ul style="list-style-type: none"> <li>• Discussion of getting clients to be more social and having activities. CEO Camille Schraeder suggested that after the holidays have a meeting with various agencies to discuss possible ways to get clients involved with social activities.</li> <li>• This discussion was regarding adult clients. Chair McGourty requested this subject be added to the agenda for January 17, 2018 meeting.</li> <li>•</li> </ul>	Admin. Secretary Peckham will add this as a discussion item on the next agenda.
<p><b>4.</b> 30 minutes</p>	<p><b>Board Check-in &amp; Comments:</b></p> <ul style="list-style-type: none"> <li>• Item tabled by Chair McGourty due to lack of time.</li> </ul>	
<p><b>5.</b> 15 minutes</p>	<p><b>Reports: Discussion and Possible Action</b></p> <ol style="list-style-type: none"> <li>1. <b>Chair</b> - Nothing to report at this time.</li> <li>2. <b>Secretary Ortiz</b> has been working on the data notebook, she is moving forward with it. Commented that there are no parameters for adult mental health.</li> <li>3. <b>Treasurer Harpe</b> stated the BHAB budget looks good.</li> <li>4. <b>Annual Report - Discussion and Vote –</b> <ol style="list-style-type: none"> <li>A. Chair McGourty made the changes as suggested at the last BHAB meeting. <ol style="list-style-type: none"> <li>I. Secretary Ortiz commented that is should be in the annual report that the BOS representative attends all BHAB meetings. She is concerned that they don't always attend and BHAB members are not receiving all the information they need from BOS.</li> <li>II. Member Strachan commented that the expectations from the BOS representative should be in the member handbook.</li> <li>III. Chair McGourty stated the BHAB committees have made their recommendations for the Annual Report.</li> <li>IV. Acting HHSA Director Molgaard commented that other boards struggle with the same issue of not getting information from BOS. Other boards are asking the same 3 questions at their meetings of the BOS representatives.</li> <li>V. Chair McGourty commented that it could be added as an item for the BHAB agenda.</li> </ol> </li> <li>B. Treasurer Harpe made a motion to approve the Annual Report as written with a few corrections of typos.</li> </ol> </li> <li>5. <b>Membership - Expiring Terms –</b> <ol style="list-style-type: none"> <li>A. Member Handley will not be renewing her appointment to the board. This will mean there are two vacant positions in District Three, Consumer and Public Interest.</li> <li>B. Discussion of whose terms are expiring. At this time no one has been contacted by the Clerk of the Board</li> </ol> </li> </ol>	<p><b>Board Action:</b></p> <p>Motion made by Treasurer Harpe, seconded by Member Strachan to approve the Annual Report to BOS as written with corrections to a few typos, passed with a unanimous yay vote by members present.</p> <p>Motion to accept the nominated members for the BHAB officers was passed with a unanimous yay vote by members present.</p> <p>Motion made by Treasurer Harpe, seconded by Member Strachan to have standard questions on the BHAB agenda each month for the BOS representative to address each month passed</p>

	<p>(COB). Administrative Secretary Peckham will contact COB to find out what is happening and make sure members are contacted.</p> <p><i>Voting for 2018 Executive Committee -</i></p> <p>C. Discussion of members being nominated for officers.</p> <p>D. Nominated:</p> <ul style="list-style-type: none"> <li>• Chair - Jan McGourty</li> <li>• Vice Chair - Emily Strachan</li> <li>• Secretary - Dina Ortiz</li> <li>• Treasurer - Cathy Harpe</li> </ul> <p>E. Members voted to accept the nominations, there were no alternative nominations.</p> <p><i>Other discussions -</i></p> <p>A. Members present voted to add to the regular agenda standard questions for the BOS representative to address each month.</p> <p>B. Emily attended the MHSA forum and commented on the way the meeting was held; there was too much paper, charts etc.</p> <p>I. Discussion of the confusion of agency names, and the difference between access and crisis.</p> <p>II. Discussion of the meaning of the different columns of numbers on a form.</p> <p>III. There was technical difficulty so the video was not working, they only had audio.</p> <p>IV. In FB there was only one person from the public, two BHAB members and two people from County. If the plan was to educate the public it did not work. If it was to get agency people together it did work.</p> <p>V. Venus Hoaglen, Mental Health Fiscal, commented that the meeting was a mixture of groups, the MHSA Forum and the QIC meetings. She explained that it was a combination of QIC and MHSA. So that is why there were so many reports. She stated there are a lot of reports and the County is required to notify the public of all the reports that were provided at the meeting.</p> <p>VI. BHRS Director Miller explained why the meeting structure has changed and that per stakeholder request the County is focusing on the community where the meeting is held.</p> <p>VII. This is one of the goals in the County has in their Plan of Improvement is to get stakeholders to meetings. The County has tried ice cream socials and a few other ideas but is still struggling to get stakeholders to attend.</p> <p>VIII. There were about sixteen people at the meeting in Ukiah.</p>	<p>with a unanimous yay vote by members present.</p>
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	<p>IX. Chair McGourty asked if BHAB is mandated to be involved in the planning of the MHSA forums. BHRS Director Miller will look into what the regulations state.</p> <p>1. Handbook -</p> <p>A. Treasurer Harpe commented on the Site Committee working on the protocol for site visits and it will be included in the handbook next year.</p>	
<p><b>6.</b> 15 minutes</p>	<p><b>Handbook of BHAB: Discussion and Possible Action</b></p> <p>1. Incorporate SUDT into Bylaws: Tabled by Chair McGourty to 2018</p> <p>2. Approve Handbook: <i>Talked about it last meeting, but didn't vote on it.</i></p> <p>A. Discussion of the Table of Contents for the handbook and the items that are still needed; BOS calendar, org charts, and committees.</p> <p>B. Discussion of the confusion regarding all the projects going on; the new mental health wing at the jail, college training facility, Measure B, various grants with county, and RQMC.</p> <p>C. Discussion of getting a flow chart for each project with the funding amounts included. Need a flow chart for mental health facilities also.</p> <p>D. Discussion of the reason for the Member Handbook and the Table of Contents; the Handbook is to give the BHAB members resources and information.</p> <p>E. Discussion regarding Sheriff Allman's announcement of the college grant for a training facility. Comments that there will need to be follow up on exactly what the college is building and what it will be used for and by whom.</p> <p>F. BHAB members present made a motion to approve the Table of Contents with addition of Mental Health projects.</p>	<p><b>Board Action:</b> Motion made by Member Ferretta seconded by Member Stranchan to accept the Table of Contents for the Member Handbook with addition of Mental Health projects passed with a unanimous yay vote by members present.</p>
<p><b>7.</b> 25 minutes</p>	<p><b>Mendocino County Report: Jenine Miller, Psy. D., BHRS Director</b></p> <p><b>1. MHSA Innovation Plan Update –</b></p> <p>A. Acting Deputy Director Lovato presented; the MHSA Oversight and Accountability Commission (OAC) informed the County that they intend to visit Mendocino County (Covelo) regarding the Round Valley Innovation Project. The visit was scheduled for January 2018, but has been changed to February 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup>. The tentative agenda from OAC is very ambitious, so the County is working with them on it. The OAC plan to visit a MHSA provider and go to Covelo to discuss the progress of the project, and will have an exit interview with the County on the last day.</p> <p>B. There has been progress made with Round Valley on</p>	<p>Discussion and Possible Action:</p>

	<p>the Innovation Project, there have been several meetings and a contract is in process. The contract for startup will hopefully be signed next week; once the contract is complete funding can move forward. The other contract will be larger for the services being provided and will need to go to BOS for approval.</p> <ul style="list-style-type: none"> <li>I. Thirty people attended the stakeholder meeting in Covelo regarding the Round Valley Innovation Project.</li> <li>C. Discussion of the Round Valley Innovation Project being a role model for other reservations in the State.</li> </ul> <p><b>2. Legislative Update –</b></p> <ul style="list-style-type: none"> <li>A. Jenine talked about legislative updates; there are a lot of marijuana regulations going around now along with, how the taxes on marijuana will be worked out.</li> <li>B. As of January 1, 2018, SUDT staff will be mandated elder abuse reporters.</li> <li>C. There has been a change to when the County can submit Drug Medi-Cal billing; it used to be with in thirty days, it has been expanded to sixty days.</li> <li>D. A new regulation for MHSA reports to the State, the County will have to track how much MHSA monies are spent on Veterans services. <ul style="list-style-type: none"> <li>I. There is a big focus on veterans; the suicide rate is very high for veterans.</li> <li>II. Question - What is the suicide rate locally for veterans?</li> <li>III. Current information was not available at the time of the question.</li> </ul> </li> </ul> <p><b>3.</b> The County will be starting a suicide review committee to look at suicides in the county for trends and what can be done to change the amount of suicides; similar to the death review committee.</p> <p><b>4. MHSA -</b></p> <ul style="list-style-type: none"> <li>A. There is a bill currently being considered that would transfer some of the oversight of MHSA funds to MHSA Oversight and Accountability Commission (OAC). There are questions of who will be the best department to be the oversight of MHSA funds.</li> </ul> <p><b>5. Status of Grants -</b></p> <ul style="list-style-type: none"> <li>A. Whole Person Care Grant (WPC) has made a lot of progress, the committee has been working on getting clients referred to the program, and they are hoping to have forty to forty-five participants by January 1, 2018.</li> <li>B. FEMA Fire Recovery Grant, the County just received the contract from FEMA so will be working on getting everything in place to move forward. This will be a special project and will be crisis specific, there are currently five people trained and will be out in the field working with people in crisis from the fires.</li> </ul>	
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6. **Medi-Cal Specialty Mental Health External Quality Review (EQRO) - (Follow up) –**
7. BHRS Director Miller had provided the report at last month's meeting for the board to read and had brought it to this meeting to answer and questions there may be. BHRS had a ninety-seven percent rating of meeting the State standards. BHRS Director Miller reviewed some of the sections in the report and discussed some items the County and RQMC will be working in to correct as many items as possible before the next EQRO in 2018.
8. Chair McGourty introduced Wynd Novotny, Director of Manzanita Services.
  - A. Director Novotny thanked everyone for coming to Manzanita Services for the BHAB meeting. She stated that it's been a good year with lots of changes. Manzanita Services has grown by 1.5%, in care management by 8%. There has not been a slow down with referrals coming in. This week they have hired Sharon Govern as administration help, eight new care managers, three interns, three clinicians and a person to interface between the clinicians and the care managers.
  - B. The room the BHAB meeting is being held is a teaching room. Director Novotny described the way they do their screening and referrals to clinics if needed. She has a schedule of classes if anyone wants one. She announced the Willits Manzanita office will be expanding their hours to be the same as Ukiah. They have a range of areas that care managers travel to in various communities to provide services.
  - C. Question - What do you do if you have someone come in the office in crisis?
    - I. Director Novotny stated that they use de-escalation procedures if possible or will call the crisis line for help or may if possible take the person to the Emergency Room themselves if needed. They also have a quiet room for the person to go and will use WRAP and support services to help the person.
  - D. Question - Are there any activates for clients provided on the weekends?
    - I. Director Novotny stated not on a regular schedule, but there have been weekend activities planned on occasion.

**Adjourned for lunch at 12:09, reconvened 12:48**

**12:00 to 12:45 BREAK**

<p><b>8.</b> 20 minutes</p>	<p><b>RQMC Report: Camille Schraeder, CEO</b></p> <ol style="list-style-type: none"> <li>1. <b>Data Sheet: (Handout)</b> <ol style="list-style-type: none"> <li>A. The Data sheet is attached to the Agenda Packet.</li> </ol> </li> <li>2. <b>Services Update:</b> <ol style="list-style-type: none"> <li>A. Whole Person Care (WPC) Grant is in phase two, so is about one year behind. When the program is in place there will be about two hundred clients participating.               <ol style="list-style-type: none"> <li>I. CEO Camille Schraeder explained what the requirements are for the WPC grant and so far they have twenty to thirty clients signed up.</li> <li>II. In January 2018, they will bring into the program providers and the care managers. Discussion of bringing in activities for clients, but may be able to work out building activities into the project in the future. All the partners are working really close together to get the funding. CEO Camille Schraeder described how the funding is split up and the partners involved.</li> </ol> </li> <li>B. RQMC has been working with the County on getting the adult medication management services transitioned to RQMC, the process is moving along.               <ol style="list-style-type: none"> <li>I. RQMC is getting the doctors and support staff in place to provide medication management services in Fort Bragg and Ukiah.</li> <li>II. CEO Camille Schraeder will be sending out information on where the medication management services will be provided.</li> </ol> </li> <li>C. Discussion of the cost per year on average for providing services to a client.               <ol style="list-style-type: none"> <li>I. Director Novotny commented just for the care management section of providing services they estimated the cost to be \$600 per client.</li> <li>II. Chair McGourty asked Director Novotny to provide a breakdown regarding client costs, in the various categories.</li> </ol> </li> </ol> </li> </ol>	
<p><b>9.</b> 5 minutes</p>	<p><b>California Association of Local Behavioral Health Boards and Commissions (CALBHB/C): Discussion on renewing membership (Handout)</b></p> <ol style="list-style-type: none"> <li>A. Discussion of the CALBHB/C; what it is and what benefits the BHAB has received from being a member.       <ol style="list-style-type: none"> <li>I. It has benefited BHAB by providing training to members.</li> </ol> </li> <li>B. Member Ortiz commented that she thinks the board should pay the dues. As CALBHB/C advocate for mental health services. Motion was made and approved.</li> </ol>	<p><b>Board Action:</b> Motion made by Secretary Ortiz seconded by Member Handley to pay the membership dues for CALBHB/C for fiscal year 2017/2018 motion passed with a unanimous yay vote by members present.</p>



<b>10.</b> 10 minutes	<b>Measure B:</b> 1. Select BHAB Representative for Oversight Committee: A. Discussion of the best person to have represent BHAB on the Oversight Committee. I. Member Handley commented she thought it should be the BHAB Chairperson. In the future it won't be the person but the person currently holding the position of BHAB Chair. II. Motion was made and passed.	<b>Board Action:</b> Motion made by Secretary Ortiz seconded by Treasurer Harpe for the person currently the BHAB Chair be the representative on the Measure B Oversight Committee, motion passed with a unanimous yay vote by members present.
<b>11.</b> 25 minutes	<b>Mental Health Facility:</b> 1. <b>Howard Hospital Specs - Margie Handley reporting</b> A. The Howard Hospital Foundation (HHF) has been waiting for three years to find out if the old Howard Hospital building could/would be used for a mental health facility. B. The HHF asked CEO Camille Schraeder, BHRS Director Miller and HHSA Director Moss Chandler to put together ideas about what would be needed to make the building meet State requirements to be used as a mental health facility. I. The HHF paid \$50,000 to get an estimate on how much it would cost to remodel the building. They received a quote in November 2017 for remodeling costs. The foundation is ready to go and think the building could be ready for services within 18 months. The cost estimate is \$11 million to do the remodel. C. Member Handley is also on the HHF board, she has 1000 signatures from the Willits community saying they want a mental health facility in the community. D. CEO Camille Schraeder commented on the money going out of county for client care and the history of how the HHF started the process of getting the building estimates for remodeling to be a mental health facility. E. Discussion of what the remodeling specifications were for; the specifications were for a Psychiatric Health Facility with a sixteen bed long term facility that could be a step down from the Psychiatric Health Facility so	Discussion and Possible Action:

	<p>clients wouldn't need to be moved to another location and cost the County additional money for non-acute days.</p> <ol style="list-style-type: none"> <li>I. Discussion on getting a psychiatrist to come to Mendocino County to work here. Discussion of needing enough funds to meet the needed pay rates to get qualified staff.</li> <li>2. <b>RQMC Crisis Plans</b> - <i>Camille Schraeder, RCS CEO</i> <ol style="list-style-type: none"> <li>A. CEO Camille Schraeder commented on the crisis center RQMC is purposing to build. The facility will be volunteer housing and will not be locked.</li> <li>B. Discussion of hospitals wanting volatile clients out of their facility while they wait for placement in a psychiatric facility.</li> <li>C. CEO Camille Schraeder commented regarding the ideas they have for a crisis center on Orchard Ave. Chair McGourty handed out an article from the Ukiah Daily Journal regarding the purposed crisis center.</li> <li>D. CEO Camille Schraeder stated they are interested in building a crisis stabilization unit and crisis respite facility along with a homeless shelter.</li> </ol> </li> </ol>	
<p><b>12.</b> 15 minutes</p>	<p><b>Felony Competency Training:</b> <i>Jenine Miller, Psy. D., BHRS Director</i></p> <ol style="list-style-type: none"> <li>1. <b>Status of State Contract</b> –</li> <li>2. Discussion of where the funds are coming from for the Felony Competency Training, the funds come from the State they are not county funds.</li> <li>3. BHRS Director Miller reviewed the reasons why the Felony Competency Training contract has taken over a year and is still not complete. She described the programs and how they work and why we have them in place.</li> <li>4. Part of the delay in the contract process is the Jail has a new contracted medical provider and they have to have some input into the services being provided at the jail.</li> <li>5. Discussion of whether to have an Ad Hoc Committee to follow up regarding the contract. Consensus from the members is that Chair McGourty will continue to keep in contact and follow up with the progress.</li> </ol>	
<p><b>13.</b> 5 minutes</p>	<p><b>NAMI Regarding Measure B:</b> <i>Donna Moschetti, NAMI Chair</i></p> <ol style="list-style-type: none"> <li>1. Ms. Moschetti is hoping that NAMI will have quarterly forums regarding Measure B and the purpose of what the Measure B Oversight Committee will be overseeing.</li> <li>2. NAMI has a new office on Jones Street next to Manzanita Services.</li> </ol> <p><b>Meeting adjourned at 1:56 by Chair McGourty</b> Next meeting: January 18, 2018 - Willits and Fort Bragg via video conferencing.</p>	



**Agenda Item Handouts:**

*BHAB Agenda December 20, 2017*

*BHAB Draft Regular Meeting Minutes – November 15, 2017*

*BHAB Finance Reports*

*BHRS Department Report*


*RQMC Data Dashboard*


*CALBHB/C Invoice*

**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.

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Jan McGourty, BHAB Chair  
Date 1-17-18

  
Carolyn Peckham, BHRS Administrative Secretary  
Date 1-17-18

**CONTACT INFORMATION:** PHONE: (707) 472-2310 FAX: (707) 472-2331

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