
**“Mental Health Treatment Act”
Measure B Citizens Oversight Committee
JANUARY 24, 2018; 1:00-3:00 PM**

MINUTES
APPROVED 2-28-18

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

1. **Roll Call** was called by Carmel Angelo in her capacity as Mendocino County Clerk of the Board.
 - 1a. Present: Thomas Allman, Carmel Angelo, Ace Barash, Jed Diamond, Ross Liberty, Jan McGourty, Mark Mertle, Jenine Miller, Donna Moschetti, Shannon Riley, Lloyd Weer
 - 1b. Absent: NoneQuorum was established.
2. **Determination of Legal Notice.**
 - 2a. Proper notice and posting of meeting was established.
3. **Introduction of Committee Members and Validation of Appointment.**
 - 3a. Committee Clerk confirmed that each member has a certificate of appointment and oath of office on file with the County Clerk’s Office.
4. **Election of Chair and Vice Chair.**
 - 4a. Janelle Rau, Deputy CEO, explained the process, the duties of the Chair and Vice Chair and opened the nominations for the committee Chair position.

Chair Nominees:

Nominee	Nominated by	Response
Jed Diamond	Member Barash	Declined
Thomas Allman	Member Liberty	Accepted
Donna Moschetti	Member McGourty	Declined

Vote was called for by a show of hands from the Committee on the nomination of Sheriff Thomas Allman as Committee Chair.

Yay	10	Members: Allman, Angelo, Barash, Diamond, Liberty, Mertle, Miller, Moschetti, Riley and Weer
No	1	Member: McGourty

4b. Janelle Rau, Deputy CEO, explained the duties of the Vice Chair and opened the nominations for the committee Vice Chair position.

Vice Chair Nominees:

Nominee	Nominated by	Response
Ross Liberty	Member Angelo	Declined
Carmel Angelo	Member Liberty	Declined
Ace Barash	Member Angelo	Accepted

Vote was called for by a show of hands from the Committee on the nomination of Dr. Ace Barash as Committee Vice Chair.

Yay	11	Members Allman, Angelo, Barash, Diamond, Liberty, McGourty, Mertle, Miller, Moschetti, Riley and Weer
No	0	

4c. Janelle Rau, Deputy CEO, turned the meeting over to the Committee Chair, Sheriff Thomas Allman.

4d. Chair Allman gave an overview of Measure B and the history of the measures journey through the campaign and successful vote. He thanked committee members for their willingness to serve. He gave an overview of the tax and budget of Measure B. Encouraged the committee to set up by-laws, to remain focused on the task at hand, to be transparent and to properly oversee the funds from the measure to be used in service of the citizens who need mental health services. He also reminded all that the committee is an advisory committee to the Board of Supervisors who has the final say in any decisions. Chair Allman welcomed and thanked Dr. Barash for his role as Vice Chair. Chair Allman reminded all that Mendocino County is the first county to have an ordinance of this kind and we are forging a path that will hopefully be a successful model for others to follow.

5. Acceptance of the 2018 Measure B Citizens Oversight Committee Meeting Calendar.

5a. Committee members reviewed the draft meeting calendar.

Member McGourty suggested the committee consider meeting a few times a year in other locations around the County.

Skype, teleconferencing, videoconferencing were discussed. Member Miller advised that Health & Human Services Agency offices in Ukiah, Willits and Fort Bragg do have the videoconferencing equipment available for use.

County Council Katherine Elliott advised the committee that if a committee member needs to attend a meeting via Skype, teleconferencing or videoconferencing, they cannot be considered in fulfilling a quorum. The location that they use must follow Brown Act requirements, 72-hour prior

posting of the meeting at the site; it also must be ADA compliant and open to the public.

Motion by Member Diamond, to accept the draft meeting calendar as presented with the option to change it if needed in the future. Discussion occurred. The motion was withdrawn.

Motion by Member Angelo, to adopt the draft meeting calendar as presented with the exception of the December 26 date to be moved to December 19. Member McGourty seconded.

Vote was called for by Chair Allman with a show of hands from the Committee on the Acceptance of the draft meeting calendar with the exception of the December 26 date being moved to December 19.

Yay	11	Committee unanimously passed the motion.
No	0	

6. Acceptance of the 2018 Measure B Citizens Oversight Committee Meeting Agenda Submission Deadline Calendar.

6a. Committee Clerk explained that the two calendars have been combined into one calendar.

Discussion occurred. The submission date of December 10 will move to December 3 due to the December meeting

Motion by Chair Allman, to adopt the agenda deadline submission dates as presented on the Committee meeting calendar with the exception of December's date to move to December 3 to accommodate the December 19 meeting. Motion seconded by Member Riley.

Vote was called for by Chair Allman with a show of hands from the Committee on the Acceptance of the agenda deadline submission dates with the exception of the December 10 submission date being moved to December 3.

Yay	11	Committee unanimously passed the motion.
No	0	

7. Public Expression.

7a. Chair Allman invited public expression for items on and not on the agenda from the public in attendance.

- i. Speaker Arthur Juhl, candidate for Board of Supervisor, 5th District, discussed research he has done on college interns working with younger inmates.

- ii. Speaker Joel Soinila, who applied to represent the 2nd District on the committee, offered his services as a broker to the committee at a reasonable rate.
- iii. Speaker Karla Joy Kinion, shared the upcoming Point in Time Count happening in Mendocino County. The questionnaire used only has one mental health question on it. She said other mental health questions can be added to the questionnaire and perhaps the committee would like to work on added questions. Karla read the one question. Carmel Angelo reminded the committee they have a very specific charge under the ordinance and Karla's concern might be best served by the Behavioral Health Advisory Board (BHAB).
- iv. Speaker John Wetzler, Little River, shared his concern that there is no representation on the committee from Mendocino, Caspar to Gualala to Hopland. He encouraged the committee to travel to some of the outlying areas of the county as the BHAB does. Not a fan of videoconferencing.
- v. Speaker Camille Schrader, administrator of Redwood Quality Management Company (RQMC), thanked the members for serving. Encouraged the committee to be a working body and hopes the committee gets clear direction on their duty soon and move forward.

8. Discussion and Possible Action Items.

8a. Needs Assessment.

Chair Allman shared that throughout the Measure B campaign he was asked repeatedly by the public, what will this measure do for the mentally ill and other citizens? He shared what a needs assessment could provide from a neutral third party who could come in and provide a history of what we have, what we have done, what has worked and not worked; and what do we need for the future as well. A budget and a roadmap are needed. He opened up the topic for committee discussion.

Member McGourty shared information from a Stepping Up Summit in 2017. In the past the County has contracted with consultant Lee Kemper regarding mental health needs and assessments, perhaps we can consider him again.

Member Angelo shared the Kemper Report was done about 2 ½ years ago.

Member Barash would like to see if the Kemper Report is still applicable before we go through the process again.

Member Angelo told the committee the Kemper Report was about the mental health services that existed at that time. It came at a time when the county services and the contracted services were being reviewed. Member Angelo recently spoke with Lee Kemper, his schedule is very packed. She suggested that the committee make a formal request in a letter to Lee Kemper and perhaps he would make time in his schedule for our project.

Chair Allman would like the needs assessment to include the mentally ill incarcerated in the local jail. The Kemper Report did not cover that population.

Member McGourty thinks that the Kemper Report did not do a system analysis and there were missing items in the report.

Member Angelo shared there were problems brought forth by community and advocates of mental health services so Lee Kemper was brought on as a subject matter expert to look at what we were doing and specifically he looked at our mental health contractors.

Member Diamond shared what he thinks are the three levels of an assessment: 1) what services are we providing now, 2) what services are hidden, such as the jail population, emergency room visits and 3) what services are missing, what do we need that is not currently provided. He shared his background with the County Public Guardian services, where some of his clients are sent out of county for services. That is one population we need to look at, what can we do to serve people locally?

Chair Allman would like to see a needs assessment done soon. The committee's job is not to dwell on what is being done now, we need to listen to the voters and determine what is needed now, a psychiatric facility, a residential crisis center, etc. This committee is fortunate in that we know tax revenues will come in, we don't have to question what we will receive and when. A needs assessment needs to be done quickly, needs to be absolute, these are the basic mental health services the county needs to move into the future. Chair Allman asked for a motion.

Member Barash asked how long of a time frame are we considering for a needs assessment?

Member Angelo shared that we can specify in a Request for Proposal (RFP), that the turn-around time is to be 60, 90 days, etc. Based on the information we have already, that could factor into the turn-around time the committee would propose.

Chair Allman asked Member Miller, as the Mental Health Director, if there would be any delay in getting statistics to a needs assessment contractor. The answer was no, the numbers are readily available.

Member Diamond asked if the committee could see the previous report. He asked if those familiar with the report know if it is still relevant?

Member Angelo responded. We have a different service model today than we had when the report was done, however, a lot of the facts are still the same. The population and needs were addressed, but the service delivery model was different.

Member Miller shared that the service delivery is vastly different today, we have things now that we didn't have two years ago. We have more in place today and serving, probably, five times more people today. Our statistics are different now. It is a good read, it gives history, and it gives things we need to work. We are doing a lot more today than we did back then.

Member Liberty stated that it sounds like we are happy with the work Kemper did. We have some information from a couple of years ago, sounds like the county is happy with Kemper's work I think we should stick with him.

Member Moschetti, we need to make sure the assessment is all inclusive. The contractor would need to take the time to talk with those who use our services, the clients, the peers and family. Find out if their needs are being met.

Member Angelo shared that while Kemper did do a couple of focus groups, it wasn't enough. Donna's suggestion is good and should be considered.

Member Mertle advised that when putting together an RFP for an assessment, we need clear direction on what we are asking for. We need to create an outline of what we want in the assessment, clearly state what we are looking for. All stakeholders involved need to be a part of the process, so as we spend money on an assessment we get what we are paying for and "hit the nail on the head".

Chair Allman is putting this topic on February's agenda and would like members to bring what you want in an RFP, so hopefully we can get this moving in the process and perhaps have some results in April or May.

Member Liberty thinks that 11 members working on an RFP may be too arduous and perhaps a sub-committee or ad-hoc committee would be better.

County Counsel Katherine Elliott shared you are currently missing any by-laws/rules. You can adopt the Board of Supervisors rules for the time being. You need to decide on how the committee will take items to the Board of Supervisors. An ad-hoc committee must be less than a quorum, five or less members. An ad-hoc committee can be appointed by the Chair with committee approval. An ad-hoc committee must be careful to not contact other members that are not on the ad-hoc committee as that would constitute a Brown Act violation. An ad-hoc committee does not have to do public notices, they meet on the side and then return to this committee with their ad-hoc report.

Member McGourty, asked if we really need an RFP if Lee Kemper has contracted with the County previously and has knowledge of the topic?

Member Angelo would like the committee to first send Lee Kemper a formal letter of request to work with us. Next, the CEO office and County Counsel will research if the work already done by Lee Kemper could constitute a sole

source status which would negate the need for an RFP. Member Angelo said her office and County Counsel can report back at the next committee meeting or if there is an ad-hoc committee the report could be made to them.

Member Mertle clarified that he is not advocating for an RFP process, he wants clear direction to Lee Kemper on what we want. The past report that we have, doesn't apply now. He asked for clarification of what we need in the needs assessment, what is it exactly?

Member Barash shared that everyone comes from their own perspective and experience with the mental health population. Clearly a locked facility is pretty high on the needs list so we aren't sending people out of county. So we have options other than sending people to jail or to the emergency rooms. We need to make sure we are all on the same page as we come back with ideas for whatever contractor we use.

Chair Allman reminded all that Measure B will not fund everything we want. We need to have a plan and priority.

Member Barash reminded that as we look at facilities needed, we also need to be aware of the needed staff for the facilities.

Member Diamond agrees with Member Mertle, the clearer we can be with what we want, the more effective any consultant will be in delivering the information. We need to know the population we need to provide for, need to hone in on that population so we can know what is needed to serve them. What was Measure B's intent? Not sure how to hone in on that information.

Member McGourty encouraged an Ad-Hoc committee to move these topics forward, needs to occur in the February meeting.

Chair Allman agrees. Does not want this committee to become a typical government committee.

Member Mertle shared he would like committee members to bring to the February meeting their ideas for a mission statement and collectively put it together. Also, he would like by-laws established that give clear committee direction.

Chair Allman directed the committee clerk to put these items on the February agenda. The Board of Supervisor's Rules of Procedure will be given to committee members and Chair Allman would like to adopt them for the committee at the next meeting.

Member Angelo offered a copy of the Kemper Report and to do a summation of the report with Member Miller or others and provide both to the committee clerk to be emailed out to committee members with the February agenda.

Chair Allman opened the topic for public expression.

- i. Arthur Juhl, we should use our local subject experts for the needs assessment. He suggests Sheriff Allman, MH Director Jenine Miller and perhaps Jan McGourty. Why go outside for advice and why spend the money?
- ii. John Whetzler, suggested we do a wish list with the public and then pare it down. The BHAB has done this in the past, and presented it to the Board of Supervisors. Everyone got to say what they wanted.
- iii. Camille Schrader, the Kemper Report was a good report. The template of questions that he answered was very interesting. The MH Director and RQMC can give a report and update on each of the categories with statistics. The target population is pretty clear in the ordinance. The Kemper report also gave some idea as to facilities needed. The report does give some direction. If we use Kemper, we could present him with the updated statistics and he could move us forward from here.
- iv. Karla Joy Kinion, shared she has worked for Mendocino County Mental Health for the past 33 years directly with the severely mentally ill with direct care. Thirteen of those years were with the county's inpatient psychiatric unit. Currently she is working in a program in conjunction with the Sheriff's Office where they go out to the clients, in their homes, wherever they are needed. She is available to the committee to give her professional and personal opinions on services. You can call her on her work cell, 513-8004.

Chair Allman noted that we need a professional to do an assessment because they need to consider all perspectives from a neutral position with the expertise to gather and present a clear, understandable report back to us and the public. The committee needs to make some good and clear decisions within the first 90 days, we need to move this committee forward.

Member Angelo shared additional information on the Kemper Report. The Kemper report was done on contract. The contract was for \$50,000 however only approximately \$35,000 was actually expended. There were three criteria given to Lee Kemper for the report. 1) Development and implementation of a transition plan for delivery of adult mental health services in Mendocino County; 2) Draft an RFP for the formal solicitation of a third party administrator. Note: this was not completed, this was done as a sole source contract with Redwood Quality Management Company; and 3) Assist with implementation of recommendations included in the Kemper Report and review of the Administrator Services Organization for the delivery of mental health services. It was an excellent report, but it was somewhat narrow as compared to what this committee has discussed so far. He has the expertise of the system to be able to walk in, however it is not known yet if we can do a sole source contract with him. If not, we would have to do an RFP. That will be checked out.

Chair Allman shared the committee's email address: measureb@mendocinocounty.org. The committee clerk monitors the email account.

The committee also has a web page on the County website, under Community, and click on Mental Health Treatment Act Citizens Oversight Committee.

<https://www.mendocinocounty.org/community/mental-health-oversight-committee/agendas-and-minutes>

County Counsel reminded the committee that they are an advisory group to the Board of Supervisors. Whatever you decide you have to present to the Board for approval, and they can reject it or accept it. Motions made by the committee need to include that aspect.

Motion: Member McGourty, it is a recommendation from this committee to the Board of Supervisors to hire Lee Kemper to create a complete mental health services system analysis in Mendocino County and prioritize which facilities that would meet our needs. Seconded by Member Barash.

Discussion about the motion occurred.

Member Weer explained the tax collection process. No taxes have been collected yet. The State will start collecting taxes on April 1. Businesses will collect the tax the whole month of April, and they have the whole month of May to submit the April taxes to the State. The State has 25-days to then forward the receipts to the county. We will not see the first month's funds from the State until June 25.

The item was opened for Public Expression. No one came forward.

Vote was called for by Chair Allman with a show of hands from the Committee on the motion to recommend to the Board of Supervisors the hiring of Lee Kemper.

Yay	5	Members: Angelo, Miller, McGourty, Barash, Liberty
No	6	Members: Moschetti, Chair Allman, Riley, Diamond, Mertle, Weer

Chair Allman noted that there will be the topic of committee member report outs on the agenda each month in the future.

Member Angelo reminded all that the committee needs to review the ordinance provided in your binders. We need to be cautious not to move into the activities of the BHAB. We have a specific charge and need to be careful to stay on task.

County Council Katherine Elliott reminded the committee to attend the Ethics/Brown Act Training either in person or on-line. Two hours of training is mandated within your first year and then to be repeated every two years. Be careful between meetings to not meet with other committee members or to “reply all” on emails as that would constitute a meeting that would be in Brown Act violation.

9. Tasks

Given to	Task	Comments
All members	Read the Measure B Ordinance.	
All members	Mission Statement: bring what you would like to see in the Mission Statement.	Review the Measure B ordinance first.
All members	Bring your input on how you want to present advisory items from the committee to the Board of Supervisors.	
Member Angelo	Send copies of the Board of Supervisors “Rules of Procedure” to the committee clerk to be distributed to committee members.	
Member Angelo	Send the Kemper Report with a current summation and updates to the committee clerk to be distributed to committee members.	
All	Bring your thoughts on what you would like to include in the Scope of Work of an assessment RFP.	
Committee Clerk	With the next Agenda, include the Board of Supervisors “Rules of Procedure”; the Kemper Report and the current summation; add the Needs Assessment topic to the February agenda for further discussion. All to be posted to the Committee’s page.	

10. Adjournment.

9a. Meeting adjourned at 2:39 p.m.