



MENDOCINO COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

REGULAR MEETING MINUTES

April 17, 2019
10:00 a.m. to 2:00 p.m.

Lauren's Café
14211 Hwy 128, Boonville
(Café will not be open for food service)

Chairperson
Jan McGourty

Vice Chair
Emily Strachan

Secretary
Dina Ortiz

Treasurer
Flinda Behringer

BOS Supervisor
Carre Brown

1ST DISTRICT:
DENISE GORNY
JAN MCGOURTY
LOIS LOCKART

2ND DISTRICT:
DINA ORTIZ
MICHELLE RICH
VACANT

3RD DISTRICT:
MEEKA FERRETTA
AMY BUCKINGHAM
RICHARD TOWLE

4TH DISTRICT:
EMILY STRACHAN
TAMMY LOWE
LYNN FINLEY

5TH 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
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 10:10 Roll call by Vice Chair Strachan Members Present: Behringer, Buckingham, Finley, Lockart, Martinez, McGourty, Ortiz, Pekin, Rich, Strachan, and Towle. Agenda approved as written. 	Board Action: Motion made by Member Rich, seconded by Member Finley to approve the agenda as written. Motion passed unanimously.
2. 10 minutes	Minutes of the March 20, 2019 BHAB Regular Meeting: <i>Review and possible board action</i> <p>A. Discussion of Item 4.B-Ia,</p> <p>I. What did Supervisor McCowen mean by his comment regarding the BHAB Annual Report to BOS; he would accept the report if the member terms section was rewritten. Some members that were present at the BOS meeting thought he was referring to some grammatical corrections.</p> <p>II. Vice Chair Strachan asked if this issue could be added to the agenda for discussion next month. Consensus of members present is to bring it back for discussion at the May 15, 2019 meeting.</p> <p>B. Add the names of members making the motions for Item 4.B-Va and Item 5.A-Ia.</p> <p>I. Administrative Secretary Peckham will make the corrections as noted.</p> <p>C. A motion was made to approve the minutes with noted corrections.</p>	Board Action: Motion was made by Member Rich, seconded by Vice Chair Strachan to approve the March 20, 2019 BHAB minutes with corrections noted. Motion passed unanimously. Add, Discussion of BOS comments regarding the BHAB Annual Report to BOS to the May 15, 2019 BHAB agenda for clarification.

	<p>D. Secretary Ortiz commented on Item 5.A-I, she stated she was offended by Supervisor Brown's comment regarding Supervisor McCowen wanting to have the Latino Community represented on the BHAB board and Sergio Fuentes would fill that need. Secretary Ortiz stated she has Latino heritage and she has been representing the Latino Community on the board, she was offended by the comment.</p>	
<p>3. 15 minutes (Maximum)</p>	<p>Public Comments: <i>Members of the public wishing to make comments to the BHAB will be recognized at this time.</i></p> <p>A. Deborah Lane, Compliance and Safety Officer for Redwood Coast Medical Services (RCMS) in Gualala announced they have lost their Psychiatrist Dr. Dotson. Dr. Dotson will continue to provide tele-psychiatry from Fort Bragg until he moves. CEO Diane Agee has semi-retired. Newly hired CEO Gary Collins will be leaving, as he is moving out of State, RCMS board member Doric Jemisen-Ball will step up to the CEO position until a new CEO can be hired.</p> <p>I. RCMS has been meeting with BHRS and RQMC to see that mental health services will be continuing. They are working on getting tele-psychiatry going. They have top priority when they call the Crisis Center and MOPS has been very helpful.</p> <p>II. RCMS just finished a five year review from the federal oversight; they passed the review but have been working on it for the last eight months.</p> <p>III. On April 8, 2019, Acting Deputy Director Lovato and Dan Anderson, RCS met with RCMS to discuss helping them meet their needs for mental health services.</p> <p>IV. Vice Chair Strachan asked if a client from the South Coast is referred to a provider in Fort Bragg, is there some way to do tele-psych instead of the client having to travel to Fort Bragg?</p> <p>a. BHRS Director Miller commented it's possible, but the video systems would need to be compatible.</p> <p>V. Secretary Ortiz asked if they could work with Sonoma County also for help with services.</p> <p>a. Sonoma County does serve their clients in the area.</p> <p>VI. Member Martinez asked about using private providers.</p> <p>a. There are very few available in the area.</p> <p>VII. Discussion of a professor from UCSF saying it may be possible to have some graduate students willing to help out on the South Coast.</p> <p>B. Suzanne Jahnke has a family member currently receiving mental health services in Ukiah. She had interest in Willow Terrace. BHRS Director Miller will connect Ms. Jahnke with Acting Deputy Director Lovato to discuss Willow Terrace.</p>	

	<p>they choose.</p> <ul style="list-style-type: none"> e. Discussion of an RFP being put out for building facilities using Measure B funds. <ul style="list-style-type: none"> i. Member Buckingham asked if BHAB could request to review the RFP before it is released. ii. Vice Chair Strachan made a motion to request BOS send the RFP to BHAB for review. iii. Member Buckingham suggested BHAB devote the entire meeting in May to reviewing the RFP and making suggestions to BOS. iv. Member Pekin stated that if BHAB go the RFP before the May meeting he thinks it would be a good idea. v. Consensus of members is; if they can get the RFP before the May 15, 2019 meeting so members have time to review it they would like to devote the May meeting to review, discussion, and possibly making recommendations to BOS before the RFP is finalized. <p>II. Stepping Up: May Month of Action</p> <ul style="list-style-type: none"> a. Discussion of the upcoming Stepping Up Initiative Forum May 8th in Ukiah and May 9th in Fort Bragg. b. There is currently a real committee for the Stepping Up Initiative, with participation by the District Attorney's Office, Courts, BOS, Mendocino County CEO, Jail, Sheriff, NAMI, BHRS, Public Defender's Office, and Probation. <p>III. CIT Review:</p> <ul style="list-style-type: none"> a. Member Lockart commented on BHRS staff Melinda Driggers for her facilitating the training and making sure everyone had what they needed. b. Member Lockart commented she attended the first two days of the training; she felt that part of the presentation was pretty traumatic, was applauded with the foul language that was used, and didn't think the presenters spoke loud enough. She had attended part of the training in February also and realized that she was so overwhelmed with information the first time that when she attended in April she picked up more information. She feels the presenters need to include more cultural competence training in their presentations. c. Chair McGourty asked BHRS Director Miller if there had been any progress on improving the presentation. <ul style="list-style-type: none"> i. BHRS Director Miller commented the presenters are training from a Law Enforcement (LE) perspective, they may not realize that not all the people attending the training are not from LE. d. Discussion of having local people be trained to do the P.O.S.T. approved training. There is enough 	<p>Motion made by Vice Chair Strachan, seconded by member Towle to request from BOS during public comment to have the RFP sent to BHAB to review with enough time to make recommendations to BOS before the RFP is released to the public. Motion passed unanimously.</p> <p>Consensus of the board is to devote the May BHAB meeting to the RFP if they get it before the meeting with time to review it.</p>
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	<p>information to go to the CIT team and discuss having local trainers from Behavioral Health and Law Enforcement.</p> <ul style="list-style-type: none"> i. There is a third CIT Training planned for later this year. ii. Member Finely has been training hospital staff on how to de-escalate a situation. She will send the information to BHRS Director Miller. e. Suzanne Jahnke commented she recently had to have Sheriff Deputies respond, one of the Deputies told her that he had completed the CIT Training, she stated they handled the situation great. f. Member Lockart commented the person presenting the cultural part of the training in April was a veteran, she liked him better than the presenter in February. 	
<p>5. 30 minutes</p>	<p>Committee Reports:</p> <p>A. Membership Committee: <i>(Chair McGourty and Vice Chair Strachan)</i></p> <ul style="list-style-type: none"> I. Waiting for information regarding District 2 applicant Sergio Fuentes. <p>B. Flow Chart Committee: <i>(Vice Chair Strachan and Member Pekin)</i></p> <ul style="list-style-type: none"> I. Vice Chair Strachan thanked Dustin Thompson, BHRS Staff for his work on the Willits Flow Chart. The Flow Chart Committee is accepting the latest chart (included in the agenda packet). II. Mr. Thompson was asked if he was ready to start another location. He will make drafts for each of the locations, Ukiah, Fort Bragg, South Coast, and possibly Covelo. He will send them to the Flow Chart Committee for review and comments. III. Member Buckingham noted the Willits Flow Chart is missing Redwood Medical Clinic, Mr. Thompson will add it to the list on the Flow Chart. IV. Discussion of how the additional Flow Charts will look, Mr. Thompson will use the same format as the Willits Flow Chart. V. Discussion of adding Parole as a contact to the Flow Charts. If someone is on parole they can be referred to parole for help. Mr. Thompson will add Parole contact information to the Flow Charts contact information page. <p>C. Appreciation Committee: <i>(Member Martinez and Member Towle)</i></p> <ul style="list-style-type: none"> I. Member Martinez and Member Towle presented the Certificates of Appreciation to the BHRS Staff at the BHRS Directors Staff Meeting March 28, 2019. Several Staff commented they appreciated the recognition by BHAB and enjoyed the presentation. They thought Member Martinez's blessing was wonderful. <p>D. Dual Diagnosis Committee: <i>(Secretary Ortiz)</i></p>	<p>Board Action</p>

	<p>I. Discussion of the report regarding Dual Diagnosis for the BHAB Annual Report to BOS. Chair McGourty asked Secretary Ortiz if she would like to present a more formal report. Secretary Ortiz will rewrite the report.</p> <p>E. Site Visit Committee: <i>(Chair McGourty, Members Rich, Towle and Martinez)</i></p> <p>I. Member Towle acknowledged receiving the list of contracted facilities and providers as requested.</p> <p>F. Housing Committee: <i>(Members Gorny and Lockart)</i></p> <p>I. No report at this time.</p> <p>G. Employment Committee: <i>(Member Rich)</i></p> <p>I. Member Rich commented they are working on training prospective Employers on hiring people with a mental illness.</p>	
<p>6. 30 minutes</p>	<p>Mendocino County Report: <i>Jenine Miller, BHRS Director</i></p> <p>A. 2018 Audits:</p> <p>I. BHRS Director Miller was asked if the listed audits were for program or fiscal. She commented all were program with the exception of the Cost Report which was fiscal.</p> <p>a. Office of Inspector General (OIG) - FY 2013/2014</p> <p>b. Substance Abuse Block Grant (SABG) - FY 2017/2018</p> <p>c. Department of Health Care Services - Drug Medical (DHCS-DMC) - FY 2017/2018</p> <p>d. Mental Health Services Act (MHSA) Program Review - FY 2016/2017</p> <p>i. BHRS has not received the results yet from this audit.</p> <p>e. External Quality Review Organization (EQRO) - FY 2017/2018 program</p> <p>f. Cost Report Audit - FY 2010/2011</p> <p>i. The County doesn't know for up to five years if they are going to owe money to the State or if the State owes the County money. BHRS is putting aside a Cost Report Account so if money has to be paid back to the State it won't impact BHRS budget as much.</p> <p>g. BHRS Director Miller commented the County is just about to submit the first Cost Report under the ASO model.</p> <p>h. Department of Health Care Services (DHCS) Triennial Audit - FY 2017/2018</p> <p>i. The results from the Audit have not been received yet.</p> <p>i. There was a SABG Audit recently submitted for FY 2019/2020.</p> <p>j. An OIG Audit will be upcoming, post payment, PMSP fiscal, and program.</p> <p>II. BHRS Director Miller handed out the flier for the Willow Terrace opening.</p> <p>III. Secretary Ortiz asked if BHRS gets any general funds</p>	Board Action:

from the County.

- a. BHRS Director Miller stated BHRS get \$28,800 for Mental Health and \$88,000 for Substance Use Disorder Treatment, the funding is call Maintenance of Effort funding. All other funding come from the State or Federal programs for services provided.

B. List of Mental Health Services: *Included in the agenda packet*

C. Grievances and Appeals:

- I. BHRS Director Miller handed out a list of Grievances and requested the list only go to BHAB members.
 - a. The information on the list has been reviewed to assure BHRS is not violating any HIPAA regulations.
- II. There are two letters sent to each client submitting a Grievance, first the client is sent a letter to acknowledge BHRS has received the grievance and another when the grievance has been investigated along with the results of the investigation. During the investigation there is usually a conversation with the client regarding the grievance.
- III. Member Lockart asked about the Change of Provider Request, BHRS Director Miller explained some of the reasons a client may ask to change their provider. BHRS tracks the requests to see if there is a trend, if so it will be followed up to insure there isn't a problem with the provider.
- IV. Members requested to have the Grievance list provided monthly.
 - a. BHRS Director Miller will provide the list.
- V. BHRS met with Carla Harris, Director of Hospitality Center; she has been opening her door to clients to come talk to her regarding any issues they have with providers.
- D. BHRS Director Miller announced the Assisted Outpatient Treatment (AOT) coordinator has changed from Will Riley to Melinda Driggers.
 - I. Mr. Riley has been working on several different items with QAPI, contracts, Willow Terrace, and some other administration assignments. He is also helping Ms. Driggers with AOT if needed.
- E. BHRS Director Miller explained why she has never given out the addresses of mental health client housing. The housing is not a facility, it is the personal home of the client, and they have a right to their privacy.
- F. Acting Deputy Director Lovato discussed the upcoming Military Culture and Clinical Implications Training on April 29, 2019. The flier has been sent out to MHSA Stakeholders.
- G. BHRS Director Miller commented on the Medication issue Josephine Silva mentioned at the March BHAB meeting.

	<p>Ms. Camille Schraeder from RQMC will follow up with the process at the May BHAB meeting.</p> <p>H. MOU with Covelo Innovation Project:</p> <p>I. Acting Deputy Director Lovato talked with Gerrilyn Reeves, Project Manager for the Covelo Innovation Project, regarding an MOU on Trust. Ms. Reeves' believes it's not necessary.</p> <p>a. Acting Deputy Director Lovato commented there are upcoming updates on contracts and current MOUs, so there can be more details of expectations added if needed. BHRS will continue to have conversations with the tribe regarding a MOU and the Covelo Innovation Project.</p> <p>I. Willow Terrace:</p> <p>I. Acting Deputy Director Lovato announced the first tenants to move into Willow Terrace will be in the first two weeks of May. There are thirty tenants currently approved to move in. There are other prospective tenants that are in the process of being approved. There will be some clients that are approved, but there may not be enough apartments, they will be put on a waiting list. The tenants approved to move in will have an orientation to the facility. The rules and expectations will also be explained.</p> <p>a. BHRS Director Miller stated there will be staff on site seven days a week for eight hours a day to help tenants get settled in. There will also be a live-in site manager.</p> <p>b. For tenants to qualify they have to be Severely Mentally Ill (SMI), Full Service Partnership (FSP), homeless or at risk of homelessness.</p> <p>II. Member Lockart asked if Ukiah Police Department (UPD) was on board. Acting Deputy Director Lovato stated yes the UPD is on board and has attended and been involved with some of the housing meetings.</p> <p>III. Secretary Ortiz stated she recommended a young man to mental health services and he needs housing, but he doesn't want the mental health services he was offered. She will follow up with Ms. Schraeder and/or Acting Deputy Director Lovato about what can be done to help the young man.</p> <p>Adjourned for lunch break at 12:36 / Meeting Reconvened 1:15</p>	
<p style="text-align: center;">LUNCH BREAK 12:30 to 1:00</p>		
<p>7. 20 minutes</p>	<p>RQMC Report:</p> <p>A. Camille Schraeder, CFO, RQMC commented there is no director report for this month as they were out of town.</p> <p>I. Discussion of the concern about some of the 5150'd clients only being hospitalized for one or two days. Ms. Schraeder stated when they went back and looked at the</p>	

	<p>records, most of the clients with low hospitalization days correlated with having spent more days in the Emergency Room.</p> <p>II. Ms. Schraeder reviewed the information on the RQMC Data Dashboard, described what the CANS and ANSA assessments are, announced Manzanita Services has opened an outpatient clinic in Willits.</p> <p>III. Ms. Schraeder stated the Coast still needs more housing and support services.</p> <p>IV. Discussion of why there is such a difference between the children and adult numbers by race and ethnicity.</p> <p>V. Discussion of Crisis serving anyone in crisis regardless of their insurance coverage. Other mental health services provided serves only Medi-Cal insured clients. If a client doesn't have insurance coverage, but qualifies for Medi-Cal RQMC will help the client apply for Medi-Cal, once obtained it can be retro back for six months.</p> <p>VI. RQMC has been working with Acting Deputy Director Lovato on getting clients and Willow Terrace ready to open.</p> <p>VII. RQMC has been working on their provider contracts; they have increased most of the funding for their contracted providers.</p> <p>VIII. RQMC has hired Head Hunters to help with hiring a new psychiatrist. They have been promised they will find a new psychiatrist within a month.</p> <p>a. Dr. Timme is leaving, but will continue to come every other week until a new psychiatrist is hired. Dr. Garratt wants to retire, but he is so dedicated to the clients he keeps going.</p> <p>IX. Discussion of how much of the ASO contract funding is administration costs. Estimation is six to seven percent.</p> <p>X. RQMC has received a grant to do mental health training in schools.</p> <p>XI. Discussion of the housing RQMC has for MH clients. Most of the housing units have full time staff on site, but some have less support. Clients are housed based on their support needs.</p> <p>XII. Ms. Schraeder will have RQMC staff add to the Data Dashboard, the location of the hospital where 5150'd clients are placed.</p> <p>XIII. It was requested to explain the criteria to be a Full Services Partnership (FSP) client. Acting Deputy Director Lovato listed the criteria; must be SMI, are frequently hospitalized or incarcerated, at risk of being placed on conservatorship, and needs higher levels of support than Wraparound. All FSP clients' needs are reviewed quarterly to see if the needs changed or have improved and the client may no longer need the level of care for FSP. If a client steps down from FSP services, they can if needed be re-evaluated and become and FSP client again.</p>	
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<p>9. 30 minutes</p>	<p>BHAB Business:</p> <p>A. BHAB Member Duties</p> <p>I. MHSA Duties</p> <p>B. Data Notebook - <i>Survey results</i></p> <p>I. Member Rich and Secretary Ortiz worked on collecting the Data Notebook information. They did an electronic data survey through Survey Monkey, BHRS staff sent the link to the survey out to providers to complete.</p> <p>a. Discussion of the lack of details in the survey.</p> <p>b. Member Lockart stated there should be a disclaimer letter written to go with the survey regarding the format that was provided. She thinks the board should know what the California Behavioral Health Planning Council is going to do with the data collected. She thinks the board should be mindful of the data being reported.</p> <p>c. Member Rich commented that she doesn't think this was the best survey format, but is most likely close to reflecting the needs County wide.</p> <p>d. Member Rich and Secretary Ortiz will send a cover letter with the survey, stating the concerns of the board.</p> <p>C. Acting Deputy Director Lovato commented on the new discharge planner and the SUDT counselor working at the jail with inmates.</p>	<p>Board Action:</p> <p>Chair McGourty tabled the BHAB Member Duties until next month due to lack -of time.</p> <p>Motion made by Secretary Ortiz, seconded by Member Towle to approve the Data Notebook Survey as written. Motion passed unanimously.</p> <p>Motion made by Member Pekin, seconded by Member Lockart to draft a cover letter stating the concerns regarding the Data Notebook survey format to be included with the survey sent to the California Behavioral Health Planning Council. Motion passed unanimously.</p>
<p>10. 5 minutes</p>	<p>Adjournment: Meeting adjourned at 2:06</p> <p>Next meeting: May 15, 2019 - Ukiah and Fort Bragg via video conferencing.</p>	

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The Mendocino County Behavioral Health Advisory 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 Behavioral Health Administrative Office by calling (707) 472-2355 at least five days prior to the meeting.

Jan McGourty, BHAB Chair

Date

5-15-19

Carolyn Peckham, BHRS Administrative Secretary

Date

5/15/19

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