

# Mental Health Treatment Act Citizen's Oversight Committee

Mendocino County Administration Center  
501 Low Gap Road, Room 1010  
Ukiah, CA 95482  
707.463.4441  
measureb@mendocinocounty.org



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## MEETING AGENDA

County Administration Center, Conference Room C

July 24, 2019 - 1:00 PM

**1. OPEN SESSION / ROLL CALL**

**2. PUBLIC EXPRESSION**

*Members of the public are welcome to address the Committee on items not listed on the agenda, but within the jurisdiction of the Committee. The Committee is prohibited by law from taking action on matters not on the agenda, but may ask questions to clarify the speaker's comment. The Committee limits testimony on matters not on the agenda to 3 minutes per person and not more than 10 minutes for a particular subject at the discretion of the Chair of the Committee.*

*To best facilitate these items, please review and complete the public comment/speaker form available at the back of the conference room and present to the Clerk. If you wish to submit written comments, please provide 15 copies to the Clerk of the Board staff, located in the County Administration Center, Room 1010. All meetings are recorded, so speakers are reminded to announce their names as they approach to podium to speak*

**3. COMMITTEE MATTERS**

- 3a) Discussion and Possible Action Regarding Expenditure Report on Measure B Tax Funds**
- 3b) Approval of Minutes of the May 22, 2019, Meeting**
- 3c) Approval of Minutes of the July 8, 2019, Meeting**
- 3d) Discussion and Possible Action Regarding Update on Purchase of Regional Behavioral Health Training Center/Sheriff Sub-station**
- 3e) Discussion and Possible Action Regarding Update on Status of the Architect RFQ and Related Feasibility Study**

- 3f) **Discussion and Possible Action Regarding a Request for Permission from the Board of Supervisors to Publish a Request for Proposal (RFP) for Orchard Street, or Other Location as Determined by Feasibility Study, Mental Health Facility Design Possibly Design/Build**
- 3g) **Discussion and Possible Action Regarding Report from the Kemper Report Ad Hoc Committee**

4. **COMMITTEE MEMBER REPORTS**

- 4a) **Committee Member Reports Regarding Items of General Interest**

5. **COMMUNICATIONS RECEIVED AND FILED**

*Communications received and filed are retained by the Clerk throughout the Committee proceedings. To review items described in this section, please contact the Committee Clerk, in Room 1010.*

**ADJOURNMENT**

*The Committee complies with ADA requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting materials available in appropriate formats (pursuant to Government Code section 54953.2) Anyone requiring reasonable accommodation to participate in the meeting should contact the Committee clerk by calling (707) 463-4441 at least five days prior to the meeting.*

*Additional information regarding the Committee can be obtained by referencing: [www.mendocinocounty.org/community/mental-health-oversight-committee](http://www.mendocinocounty.org/community/mental-health-oversight-committee)*

**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

**ITEM 3A**

<b>Meeting Date:</b>	7/24/2019
<b>Contact:</b>	Lloyd Weer, Auditor-Controller
<b>Time Allocated for Item: 5 mins</b>	

**AGENDA TITLE:**

Discussion and Possible Action Regarding Expenditure Report on Measure B Tax Funds

**SUMMARY OF REQUEST / BACKGROUND INFORMATION:**

The Committee will receive a report from the Mendocino County Auditor/Controller regarding the Measure B tax fund balance.

## Mendocino County - Measure B Funds

### Mental Health Treatment Act

Revenue and Expenses - Life to Date			Fund 1224, Budget Unit 4052	
	Invoice, CRP			Running
Date	Journal No.	Description	Amount	Balance
<b>Revenues:</b>				
6/26/2018	CRP 186100	Measure B Sales Tax Proceeds - April 2018	(517,255)	(517,255)
7/25/2018	CRP 187369	Measure B Sales Tax Proceeds - May 2018	(591,270)	(1,108,526)
8/27/2018	CRP 188827	Measure B Sales Tax Proceeds - June 2018	(498,046)	(1,606,571)
9/25/2018	CRP 190117	Measure B Sales Tax Proceeds - July 2018	(638,771)	(2,245,342)
10/25/2018	CRP 191396	Measure B Sales Tax Proceeds - August 2018	(872,413)	(3,117,756)
11/29/2018	CRP 192854	Measure B Sales Tax Proceeds - September 2018	(941,205)	(4,058,961)
12/26/2018	CRP 194251	Measure B Sales Tax Proceeds - October 2018	(652,942)	(4,711,904)
1/25/2018	CRP 195438	Measure B Sales Tax Proceeds - November 2018	(654,379)	(5,366,283)
2/26/2019	CRP 196949	Measure B Sales Tax Proceeds - December 2018	(814,006)	(6,180,289)
3/26/2019	CRP 198350	Measure B Sales Tax Proceeds - January 2019	(644,639)	(6,824,928)
4/25/2019	CRP 199691	Measure B Sales Tax Proceeds - February 2019	(659,211)	(7,484,140)
5/28/2019	CRP 201159	Measure B Sales Tax Proceeds - March 2019	(560,190)	(8,044,329)
6/25/2019	CRP 202389	Measure B Sales Tax Proceeds - April 2019	(686,467)	(8,730,796)
<b>Expenses:</b>				
5/4/2018	INV 2018-1	Lee D. Kemper - Behavioral Health Needs Assessment	13,011	13,011
6/18/2018	INV 2018-2	Lee D. Kemper - Behavioral Health Needs Assessment	10,282	23,293
6/30/2018	GEN JE 2703	Assessor Clerk Recorder - Election Costs	161,578	184,871
7/17/2018	INV 2018-3	Lee D. Kemper - Behavioral Health Needs Assessment	14,177	199,048
6/6/2019	INV 050119	Sarah A. Riley - April 2019 Consultant Services	1,440	200,488
6/7/2019	GEN JE 256	Lee D. Kemper - Reimburse Executive Office	27,042	227,530
6/12/2019	GEN JE 465	Office Expenses - Reimburse Executive Office	257	227,787
6/12/2019	INV 040819	Sarah A. Riley - Construction Consulting Measure B	400	228,187
<b>Life to Date Revenue</b>			<b>(8,730,796)</b>	
<b>Life to Date Expense</b>			<b>228,187</b>	
<b>Life to Date Interest Earnings</b>			<b>(36,414)</b>	
<b>Balance</b>			<b>(8,539,023)</b>	

**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

**ITEM 3B**

<b>Meeting Date:</b>	7/24/2019
<b>Contact:</b>	Karla Van Hagen, Committee Clerk
<b>Time Allocated for Item: 5 mins</b>	

**AGENDA TITLE:**

Approval of Minutes of the May 22, 2019, Meeting

# Mental Health Treatment Act Citizen's Oversight Committee

Mendocino County Administration Center  
501 Low Gap Road, Room 1010  
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## May 22, 2019 Minutes

### AGENDA ITEM NO. 1 – CALL TO ORDER AND ROLL CALL (1:02 P.M.)

**Committee Members Present:** Mr. Thomas Allman; Ms. Carmel J. Angelo; Dr. Ace Barash; Mr. Jed Diamond; Mr. Ross Liberty; Ms. Jan McGourty; Mr. Mark Mertle; Dr. Jenine Miller; Ms. Donna Moschetti; Ms. Shannon Riley; and Mr. Lloyd Weer.

### 2. PUBLIC EXPRESSION

**Presenter/s:** Mr. John Wetzler.

### 3. COMMITTEE MATTERS

#### 3a) Discussion and Possible Action Regarding Expenditure Report on Measure B Tax Funds

**Presenter/s:** Auditor-Controller Weer.

**Public Comment:** None.

**Committee Action:** No action taken.

Auditor-Controller Weer reported that the live to date revenue was \$7,484,140; to date expenses remained at \$199,048; and interest earned was \$36,414; for a total current balance of \$7,321,506.

#### 3b) Approval of Minutes of the March 27, 2019, Meeting

**Presenter/s:** Chair Barash.

**Public Comment:** None.

**Committee Action:** Upon motion by Member Mertle, seconded by Member Diamond, and carried unanimously, IT IS ORDERED that the Minutes of the March 27, 2019, meeting, are hereby approved [with a correction to reflect Member Riley as absent from meeting].

### **3c) Discussion and Possible Action Regarding Status Report from Chair on Activities Related to the Mental Health Treatment Act Citizen's Oversight Committee**

**Presenter/s:** Ms. Janelle Rau, Deputy Chief Executive Officer; Ms. Heidi Dunham, Director, Human Resources; and Ms. Tammy Moss Chandler, Director, Health and Human Services Agency.

**Public Comment:** None.

The Committee received an update regarding activities related to the Committee since inception, which included such things as appointment of Committee Members; adoption of a Master Meeting Calendar; hiring of Kemper Consulting Group; acceptance of various presentations; recommendations to the Board of Supervisors including a feasibility study and hiring of a Project Manager; and formation of both an advisory team to assist County staff, as well as an Ad Hoc Committee to review the Kemper Report.

**Committee Action:** No action taken.

### **3d) Discussion and Possible Action Regarding Update on Status of the Architect RFQ and Related Feasibility Study**

**Presenter/s:** Mr. Nash Gonzalez, Recovery Director, Executive Office; Ms. Janelle Rau, Deputy Chief Executive Officer, Executive Office;

**Public Comment:** Ms. Tammy Moss Chandler; Mr. John Wetzler; Ms. Carole Hester; and Ms. Josephine Silva.

Mr. Gonzalez provided an update on the status of the architect Request for Qualification (RFQ) and related feasibility study. He advised that two sites were identified for three uses; and the architect will be asked to evaluate and provide design-related services including the appropriate environmental and CEQA documentation, site analysis for each of the two sites currently being identified, programming and planning accessibility, mechanical, electrical, and plumbing, etc. Because this is a public project, CEQA will also apply. Responding to various questions from the Committee regarding estimated time-frame, Mr. Gonzalez stated that 60-90 days was a realistic timeframe to have this completed; approximately 30 days for the RFP; and finally 60-90 days for contract evaluation and award. The Committee expressed concerns regarding the amount of time necessary to work through the process. Mr. Gonzalez and Ms. Angelo clarified that all were steps both required and necessary to move forward with the process.

**Committee Action:** No action taken.

**3e) Discussion and Possible Action Regarding an Informational Presentation on the Brown Act**

**Presenter/s:** Ms. Katharine L. Elliott, Mendocino County Counsel.

**Public Comment:** Mr. John Wetzler; and Ms. Jo Bradley.

County Counsel provided an overview of the Brown Act and requirements related to communications related to the Committee.

**Committee Action:** No action taken.

**4. COMMITTEE MEMBER REPORTS****4a) Committee Member Reports Regarding Items of General Interest**

**Public Comment:** Mr. Phil Bradley

The Committee discussed if the Committee would have enough business to conduct a regular meeting in June, or if they should reconvene in July.

**Committee Action:** GENERAL CONSENSUS OF THE COMMITTEE to cancel the June 26, 2019, meeting.

**5. ADJOURNMENT**

**THERE BEING NOTHING FURTHER, THE MENTAL HEALTH TREATMENT ACT CITIZENS OVERSIGHT COMMITTEE ADJOURNED AT 2:39 P.M.**

Attest: KARLA VAN HAGEN  
Committee Clerk

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**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

**ITEM 3C**

<b>Meeting Date:</b>	7/24/2019
<b>Contact:</b>	Karla Van Hagen, Committee Clerk
<b>Time Allocated for Item: 5 mins</b>	

**AGENDA TITLE:**

Approval of Minutes of the July 8, 2019, Meeting

# Mental Health Treatment Act Citizen's Oversight Committee

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## July 8, 2019 Minutes

### AGENDA ITEM NO. 1 – CALL TO ORDER AND ROLL CALL (9:04 A.M.)

**Committee Members Present:** Mr. Thomas Allman; Ms. Carmel J. Angelo; Dr. Ace Barash; Mr. Jed Diamond; Mr. Ross Liberty; Ms. Jan McGourty; Mr. Mark Mertle; Dr. Jenine Miller; Ms. Donna Moschetti; Ms. Shannon Riley; and Mr. Lloyd Weer.

### 2. PUBLIC EXPRESSION

**Presenter/s:** None.

### 3. COMMITTEE MATTERS

#### 3a) Discussion and Possible Action Regarding Proposed Recommendation to the Mendocino County Board of Supervisors for the Purchase of Property at 8207 East Road, Redwood Valley, California in the Amount of \$369,000; for a Regional Behavioral Health Training Facility/Mendocino County Sheriff Sub-Station

**Presenter/s:** Sheriff Allman; Ms. Lynn McNamara, Agent, REMAX Ukiah; and Mr. Nash Gonzalez, Recovery Director, Executive Office.

Sheriff Allman described the building and proposed use, and stated that it would be used as both a regional behavioral health training facility as well as a Sheriff's office sub-station for deputies. He continued that although the building is not turn-key, he anticipated it could be opened and ready to house trainings by January 1, 2020.

The Committee discussed the building, suitability, as well as the types of trainings that could be held at the facility including NAMI, Mental Health, etc. Members agreed that having a dedicated behavioral health training facility would be extremely beneficial as there is currently a lack of available locations. Discussion also focused on potentially partnering with other local agencies, entities, medical, educational, in lieu of purchasing a facility at this time, as well as prioritizing the training center over Mental Health Services. Ms. McNamara stated that there were several offers pending on this property. The need for an expedited decision was discussed as Ms. McNamara confirmed that there were several offers pending on this property.

Mr. Gonzalez then led the Committee through possible building use/zoning requirements; and CEO Angelo detailed the approval/purchase process via the Board of Supervisors

**Public Comment:** Ms. Josephine Silva; and Ms. Camille Schrader.

**Committee Action:** Upon motion by Sheriff Allman, seconded by Member Diamond, IT IS ORDERED that the Mental Health Treatment Act Citizen's Oversight Committee approves a recommendation to the Mendocino County Board of Supervisors for the purchase of this property to be used as a regional behavioral health training facility/Sheriff's office sub-station at the next available Board of Supervisors meeting. Funding shall be 70% from Measure B funds; and 30% from the Sheriff's office budget. The motion carried by the following vote:

Aye: Sheriff Allman; Member Angelo; Member Barash; Member Diamond; Member Liberty; Member Mertle; Member Miller; Member Moschetti; and Member Weer

No: Member Riley

Absent: None

Abstain: Member McGourty

## 5. ADJOURNMENT

THERE BEING NOTHING FURTHER, THE MENTAL HEALTH TREATMENT ACT CITIZENS OVERSIGHT COMMITTEE ADJOURNED AT 10:27 A.M.

Attest: KARLA VAN HAGEN  
Committee Clerk

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**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

**ITEM 3D**

<b>Meeting Date:</b>	7/24/2019
<b>Contact:</b>	Thomas D. Allman
<b>Time Allocated for Item: 15 minutes</b>	

**AGENDA TITLE:**

Discussion and Possible Action Regarding Update on Purchase of Regional Behavioral Health Training Facility/Mendocino County Sheriff Sub-Station.

**SUMMARY OF REQUEST / BACKGROUND INFORMATION:**

On July 8, 2019, the Mental Health Treatment Act Citizen's Oversight Committee approved a recommendation to the Mendocino County Board of Supervisors for the purchase of real property located at 8207 East Road, Redwood Valley, California to be used as a regional behavioral health training facility/Sheriff's office sub-station with 70% funds from Measure B; and 30% from the Sheriff's office budget.

On July 16, 2019, the Board of Supervisors approved the allocations of up to \$278,000 of Measure B Funds and up to \$150,000 of Sheriff's Office Asset Forfeiture Balance for the purchase of Real Property located at 8207 East Road, Redwood Valley for a Regional Behavioral Health Training Facility/Mendocino County Sheriff Sub-station; and in Closed Session authorized the acquisition of Real Property located at APN: 163-140-14; 8207 East Road, Redwood Valley, CA for the purchase price of \$389,000.

**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

**ITEM 3E**

<b>Meeting Date:</b>	7/24/2019
<b>Contact:</b>	Mendocino County Executive Office
<b>Time Allocated for Item: 30 Mins</b>	

**AGENDA TITLE:**

Discussion and Possible Action Regarding Update on Status of the Architect RFQ and Related Feasibility Study

**SUMMARY OF REQUEST / BACKGROUND INFORMATION:**

On January 27, 2019, the Committee made a Recommendation to the Board of Supervisors to explore utilizing Measure B funds for the development of a Crisis Stabilization and Crisis Residential Facility and a 24-hour Psychiatric Facility. Further, that the Board of Supervisors direct staff to research options associated with such facility including design/bid/build and potential property or facility locations.

On February 5, 2019, the Board of Supervisors directed County staff to proceed with researching options associated with the development of Crisis Residential Unit(s), Crisis Stabilization Unit(s), Crisis Treatment Unit(s), and 24 Hour Psychiatric Health Facility utilizing Measure B Funds, including design, bid and/or build potential properties or facilities locations.

On February 27, 2019, the Committee Received an update regarding competitive bidding processes related to the development of Crisis Residential Unit(s), Crisis Stabilization Unit(s), and 24 Hour Psychiatric Inpatient Health Facility

On May 22, 2019, the Committee received an update on the status of the architect Request for Qualification (RFQ) and related feasibility study.

On June 19, 2019, the Measure B Architectural Services Request for Qualification Request for Proposals (RFQ RFP) was released, with a closing date of August 16, 2019, and is located on the County website at: <https://www.mendocinocounty.org/Home/Components/RFP/RFP/1576/181>

**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

Event	Date/Location	
RFQ/RFP Issued	June 19, 2019	
Mandatory RFQ/RFP Qualifications/Proposers' Conference	July 2, 2019 2:00pm – 4:00pm	Location: Conference Room Agriculture/Farm Advisors Building 890 North Bush Street Ukiah, CA 95482
Inquiry Deadline	July 16, 2019	
Responses Due	August 16, 2019 <b>NO LATER THAN</b> 3:00 pm	
Evaluation Period	August 19, 2019 – August 30, 2019	
Oral Presentation/Interviews	TBD	
Notice of Intent to Award to selected Firm/Architect	TBD	
Approximate Board approval Date and award	October 22, 2019	
Approximate Contract and Start Date	October 25, 2019	

**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

**ITEM 3F**

<b>Meeting Date:</b>	7/24/2019
<b>Contact:</b>	Member Liberty
<b>Time Allocated for Item:</b> 15 Mins	

**AGENDA TITLE:**

Discussion and Possible Action Regarding a Request for Permission from the Board of Supervisors to Publish a Request for Proposal (RFP) for Orchard Street, or Other Location as Determined by Feasibility Study, Mental Health Facility Design Possibly Design/Build

**SUMMARY OF REQUEST / BACKGROUND INFORMATION:**

**MENTAL HEALTH TREATMENT ACT  
CITIZENS OVERSIGHT COMMITTEE**



**Agenda Summary**

**ITEM 3G**

<b>Meeting Date:</b>	7/24/2019
<b>Contact:</b>	Member McGourty
<b>Time Allocated for Item:</b> 15 Mins	

**AGENDA TITLE:**

Discussion and Possible Action Regarding Report from the Kemper Report Ad Hoc Committee

**SUMMARY OF REQUEST / BACKGROUND INFORMATION:**

The Ad hoc committee will provide an update on the status of the Ad Hoc Committee since formation on May 22, 2019.

On May 22, 2019, the Mental Health Treatment Act Citizen's Oversight Committee formed an Ad Hoc Committee consisting of Members McGourty, Diamond, Miller and Moschetti to review the Kemper Report Recommendations. The Committee shall exclude study of any services; and should not usurp the original recommendation of the Measure B Committee to move forward with the feasibility study of original recommendation to the Board of Supervisors.



# Measure B ad hoc Committee

to study the Kemper Report for Administrative recommendations

## Mendocino County Behavioral Health System Program Gap Analysis & Recommendations for Allocation of Measure B Revenues

by Kemper Consulting Group ♦ August 2018

The ad hoc committee met on Wednesday, May 15, 2019. Present were: Jan McGourty, Jenine Miller, Donna Moschetti, and Carmel Angelo. We went through the Study Guide prepared for the Measure B Committee on Kemper's Recommendations for Action & Policy (page 43 of his report) and Proposed Strategic Financing Plan (page 44). It was noted that a couple of the items proposed on the latter were already in effect, so the ad hoc committee chose to concentrate on the financial items, deliberately ignoring anything regarding services as directed by the Measure B Committee. The concluding recommendations to the Measure B Committee, which in turn should be approved and forwarded to the Board of Supervisors, were as follows:

- 1) *Maintain a prudent reserve of Measure B funds (Kemper page 43 #3 and page 44 #8)*  
Maintain a reserve of 12.5% of all Measure B funds beginning now and continuing for the life of the project. 12.5% is the amount the California Governor sets aside, which is less than half required by MHSAs (33%) so it seems like a reasonable amount.
- 2) *Separate annual accounting of Measure B revenues/expenditures (Kemper page 43 #4)* The County Auditor should conduct an annual accounting of Measure B funds, with an outside audit done every three to five years.
- 3) *10-Year Strategic Plan (Kemper page 43 #5)*. It is imperative to create a 10-year financial strategic plan for fiscal analysis as soon as possible. Kemper's Financial Plan is a good place to start.