MEETING AGENDA
Mental Health Treatment Act
Citizens Oversight Committee
Mendocino County Off-Site and Online due to COVID-19
Phone: (707) 510-6637 and Email: measureb@mendocinocounty.org

Teleconferencing to be hosted from 1120 S. Dora St. in Ukiah, California
Zoom at https://tinyurl.com/y5ew4gbm  ID: 824 9467 3462
Call-In: 1(669) 900-9128 or 1 (253)

Wednesday, November 18, 2020, at 1:00 P.M.

1. OPEN SESSION/ROLL CALL

2. PUBLIC EXPRESSION ON NON-AGENDA ITEMS
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 three 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 write your topic to measureb@mendocinocounty.org
All meetings are recorded.
Once your item is announced, please state your first and last name.

3. COMMITTEE MATTERS

3a) Approval of Minutes from the October 28, 2020 Meeting.

3b) Discussion and Possible Action regarding the Auditor’s Expenditure Report.

3c) Administrative Project Manager’s Update; discussion and possible action.

3d) Discussion regarding Measure B Operational Expenses and Plan for Financial Analysis.

All other participants will be calling in from Fort Bragg, CA; Willits, CA; and Ukiah, CA
Due to COVID-19 Social Distancing requirements, the public is invited to participate ONLINE ONLY

For information regarding the Brown Act for offsite/online public meetings, visit:
MEETING AGENDA
Mental Health Treatment Act
Citizens Oversight Committee
Mendocino County Off-Site and Online due to COVID-19
Phone: (707) 510-6637 and Email: measureb@mendocinocounty.org

3e) Discussion and Possible Action regarding Request for $12,400 (twelve thousand - four hundred dollars) for the Crisis Intervention Team (CIT) training.

3f) Discussion and Possible Action regarding MHTA Calendar and Benchmarks for 2021.

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 at measureb@mendocinocounty.org

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) 510-6637 at least five days prior to the Meeting. Additional information regarding the Committee can be obtained by referencing:
www.mendocinocounty.org/community/mental-healthoversight-committee

All other participants will be calling in from Fort Bragg, CA; Willits, CA; and Ukiah, CA
Due to COVID-19 Social Distancing requirements, the public is invited to participate ONLINE ONLY

For information regarding the Brown Act for offsite/online public meetings, visit:
ITEM 3a

<table>
<thead>
<tr>
<th>Date of Meeting:</th>
<th>November 18, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact:</td>
<td>Chair Moschetti</td>
</tr>
<tr>
<td>Time Allocated for Item:</td>
<td>5 minutes</td>
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</tbody>
</table>

AGENDA TITLE: Approval of Minutes from the October 28, 2020 Meeting.

SUMMARY OF REQUEST / BACKGROUND INFORMATION:

Please see attached
October 28, 2020 MINUTES

1. **CALL TO ORDER AND ROLL CALL** (1:17 P.M.)

   **Committee Members Present:** Vice-Chair Diamond, Member Riley; Member Allman; Member Miller, Member Weer; Member Barash, Member Liberty, and Member Mertle

   Member Angelo joined at 1:20 P.M.
   Member Ferretta joined at 1:25 P.M.

   Chair Moschetti – Absent

   A quorum is established.

2. **PUBLIC EXPRESSION**

   None.

3. **COMMITTEE MATTERS**

   3a) **Approval of minutes from September 23, 2020 meeting.**

      **Presenter/s:** Vice-Chair Diamond
      **Public Comment:** None.

      **Committee Action:** Upon motion made by Member Riley and seconded by Member Mertle, and carried unanimously; the September 23, 2020 minutes are hereby approved (with one change, replace “J” with “S” on page one under Member Riley.)

   3b) **Discussion and Possible Action regarding the Auditor’s Expenditure Report.**

      **Presenter/s:** Member Weer – Auditor
      **Public Comment:** None.

      Both the first quarter report and monthly report were shared by Member Weer. Concerns were raised regarding the expenses for internal partners.
Committee requested a list of internal functions and their partners from Project Manager, along with a request that she meet with County Council regarding the internal allocation and payment process.

**Committee Action:** Nothing formal.

3c) **Administrative Project Manager’s Update.**

**Presenter/s:** Administrative Project Manager - Alyson Bailey  
**Public Comment:** None.

APM announced that a final bid award had been determined for the construction of the CRT, and that the bid came in under budget. The additional alternates for the building are affordable and will be included as a suggestion to the Board of Supervisors on 11/17/2020.  
No comment was made.

It was also announced that the Behavioral Health Regional Training Center has been placed on hold by the Board of Supervisors until November 3rd in order to determine the viability of its business and operations plan.

**Committee Action:** None.

3d) **Possible Action and Discussion regarding Measure B Strategic Plan First Draft.**

**Presenter/s:** Administrative Project Manager - Alyson Bailey  
**Public Comment:** Mills Matheson (physician) would like to see a CRT in Fort Bragg. Gregory Simms (professor of sociology) would like to see more of, and be involved in, homelessness education.

Committee feedback requests more visuals, and definitive order of importance of facilities and services would be helpful.  
Formatting that includes goals and how to build on goals in tighter categories would make for an easier read.  
The CRT was highlighted as especially important.  
APM stated that a second CRT could be less expensive than the current build.  
Regarding the PHF, a 16 bed is most desirable.  
More data and the hierarchy of projects and facilities was requested.

**Committee Action:** None.

3e) **Report on the Status of Kemper Services. Discussion and Possible Action on Report and Current Recommendations.**

**Presenter/s:** Member Angelo, Member Miller & Chair Moschetti  
**Public Comment:** None.

For the PHF business model to work, 16 beds are required.
Committee Action: None.

3f) Discussion and Possible Action on Mendocino County Information Services Proposed Agreement with Measure B.

Presenter/s: Alyson Bailey – Administrative Project Manager, Member Miller
Public Comment: None.

The proposed contract would cover the filming of each Measure B meeting as well as the technical infrastructure for the Behavioral Health Regional Training Center and additional projects.

Request for the board of Supervisors to decide on whether or not paying or how to pay other County personnel or departments was discussed.

Item regarding internal payments to be discussed during November 18, 2020 COC meeting.

Committee Action: None.

3g) Discussion and Possible Action on Committee Calendar and Benchmarks for 2021.

Presenter/s: Chair Moschetti (absent)
Public Comment: None.

Committee Action: No action taken. Tabled until November 18, 2020.

4. COMMITTEE MEMBER REPORTS

4a) Committee Member Reports

5. COMMUNICATIONS RECEIVED AND FILED

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ADJOURNMENT

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Additional information regarding the Committee may be obtained by referencing: www.mendocinocounty.org/community/mental-health-oversight-committee
ITEM 3b

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<th>November 18, 2020</th>
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<tr>
<td>Contact:</td>
<td>Member Weer - Auditor</td>
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<td>Time Allocated for Item:</td>
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AGENDA TITLE: Discussion and Possible Action regarding the Auditor’s Expenditure Report.

SUMMARY OF REQUEST / BACKGROUND INFORMATION:

Please see attached
<table>
<thead>
<tr>
<th>Date</th>
<th>Journal No.</th>
<th>Description</th>
<th>Amount</th>
<th>Operations</th>
<th>Facilities</th>
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</thead>
<tbody>
<tr>
<td>9/25/2020</td>
<td>CRP 219773</td>
<td>Measure B Sales Tax Proceeds - July 2020</td>
<td>(823,461)</td>
<td>(205,865)</td>
<td>(617,596)</td>
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<td>10/27/2020</td>
<td>CRP 220668</td>
<td>Measure B Sales Tax Proceeds - August 2020</td>
<td>(1,074,721)</td>
<td>(268,680)</td>
<td>(806,041)</td>
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**Life to Date Revenue:** (20,707,328)  (5,176,832)  (15,530,496)

<table>
<thead>
<tr>
<th>Date</th>
<th>Journal No.</th>
<th>Description</th>
<th>Amount</th>
<th>Operations</th>
<th>Facilities</th>
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<tbody>
<tr>
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<td>JE 325-821</td>
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**Life to Date Expense:** 1,116,207  335,112  781,095

**Life to Date Interest Earnings:** (344,048)  (86,012)  (258,036)

**Current Measure B Fund Balance:** (19,935,169)  (4,927,732)  (15,007,437)

**Measure B Prudent Reserve (6.85%):** (1,253,558)  (313,390)  (940,169)
# MENDOCINO COUNTY PRODUCTION v11.3

## YEAR-TO-DATE BUDGET REPORT

### FOR 2021 Q4

<table>
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<tr>
<th>ORIG <em>APPROP</em></th>
<th>TRANSFERS/ADJUSTMENTS</th>
<th>REVISED BUDGET</th>
<th>YTD ACTUAL</th>
<th>ENCUMBRANCES</th>
<th>AVAILABLE BUDGET</th>
<th>PCT USED</th>
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### 4052 MENTAL HEALTH TREATMENT

**821500 SALES & USE TAX**

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<th>SALES &amp; USE TAX</th>
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<th>-6,601,817.53</th>
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- 2021/01/000518 07/27/2020 CRP
- 2021/01/000718 07/01/2020 GRV
- 2021/01/000773 07/01/2020 GRV
- 2021/02/000702 08/26/2020 CRP
- 2021/02/000846 09/25/2020 CRP
- 2021/04/000917 10/27/2020 CRP

**TOTAL SALES & USE TAX**

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- 2021/04/000993 10/01/2020 GEN

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<th>84,250</th>
<th>26,961.80</th>
<th>.00</th>
<th>57,288.20</th>
<th>32.0%</th>
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- 2021/01/000325 07/17/2020 PRJ
- 2021/01/000650 07/31/2020 PRJ
- 2021/02/000406 08/14/2020 PRJ
- 2021/02/000793 08/28/2020 PRJ
- 2021/03/000310 09/11/2020 PRJ
- 2021/03/000821 09/25/2020 PRJ
- 2021/04/000413 10/09/2020 PRJ
- 2021/04/000821 10/23/2020 PRJ

WARRANT=PP1520 RUN=1 BIWEEKLY
WARRANT=PP1620 RUN=1 BIWEEKLY
WARRANT=PP1720 RUN=1 BIWEEKLY
WARRANT=PP1820 RUN=1 BIWEEKLY
WARRANT=PP1920 RUN=1 BIWEEKLY
WARRANT=PP2020 RUN=1 BIWEEKLY
WARRANT=PP2120 RUN=1 BIWEEKLY
WARRANT=PP2220 RUN=1 BIWEEKLY
# MENDOCINO COUNTY PRODUCTION v11.3

## YEAR-TO-DATE BUDGET REPORT

### FOR 2021 04

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<th>TRANFRS/ADJUSTMENTS</th>
<th>REVISED BUDGET</th>
<th>YTD ACTUAL</th>
<th>ENCUMBRANCES</th>
<th>AVAILABLE BUDGET</th>
<th>PCT USED</th>
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<td></td>
<td>84,250</td>
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<td>84,250</td>
<td>26,961.80</td>
<td>.00</td>
<td>57,288.20</td>
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### 861021 CO CONT TO RETIREMENT

| ME 861021 CO CONT TO RETIREMENT | 27,330 | 0 | 27,330 | 8,723.35 | .00 | 18,606.65 | 31.9% |

| 2021/01/000325 07/17/2020 PRJ | 877.94 REF PP1520 | WARRANT=PP1520 RUN=1 BIWEEKLY |
| 2021/01/000690 07/31/2020 PRJ | 1,097.42 REF PP1620 | WARRANT=PP1620 RUN=1 BIWEEKLY |
| 2021/02/000406 08/14/2020 PRJ | 1,097.42 REF PP1720 | WARRANT=PP1720 RUN=1 BIWEEKLY |
| 2021/02/000793 08/28/2020 PRJ | 1,099.92 REF PP1820 | WARRANT=PP1820 RUN=1 BIWEEKLY |
| 2021/03/000310 09/11/2020 PRJ | 1,102.69 REF PP1920 | WARRANT=PP1920 RUN=1 BIWEEKLY |
| 2021/03/000821 09/25/2020 PRJ | 1,149.32 REF PP2020 | WARRANT=PP2020 RUN=1 BIWEEKLY |
| 2021/04/000413 10/09/2020 PRJ | 1,149.32 REF PP2120 | WARRANT=PP2120 RUN=1 BIWEEKLY |
| 2021/04/000821 10/23/2020 PRJ | 1,149.32 REF PP2220 | WARRANT=PP2220 RUN=1 BIWEEKLY |

| TOTAL CO CONT TO RETIREMENT | 27,330 | 0 | 27,330 | 8,723.35 | .00 | 18,606.65 | 31.9% |

### 861022 CO CONT TO OASDI

| ME 861022 CO CONT TO OASDI | 5,220 | 0 | 5,220 | 1,667.89 | .00 | 3,552.11 | 32.0% |

| 2021/01/000325 07/17/2020 PRJ | 167.41 REF PP1520 | WARRANT=PP1520 RUN=1 BIWEEKLY |
| 2021/01/000690 07/31/2020 PRJ | 209.26 REF PP1620 | WARRANT=PP1620 RUN=1 BIWEEKLY |
| 2021/02/000406 08/14/2020 PRJ | 209.26 REF PP1720 | WARRANT=PP1720 RUN=1 BIWEEKLY |
| 2021/02/000793 08/28/2020 PRJ | 214.15 REF PP1820 | WARRANT=PP1820 RUN=1 BIWEEKLY |
| 2021/03/000310 09/11/2020 PRJ | 210.27 REF PP1920 | WARRANT=PP1920 RUN=1 BIWEEKLY |
| 2021/03/000821 09/25/2020 PRJ | 219.18 REF PP2020 | WARRANT=PP2020 RUN=1 BIWEEKLY |
| 2021/04/000413 10/09/2020 PRJ | 219.18 REF PP2120 | WARRANT=PP2120 RUN=1 BIWEEKLY |
| 2021/04/000821 10/23/2020 PRJ | 219.18 REF PP2220 | WARRANT=PP2220 RUN=1 BIWEEKLY |

| TOTAL CO CONT TO OASDI | 5,220 | 0 | 5,220 | 1,667.89 | .00 | 3,552.11 | 32.0% |

### 861023 CO CONT TO OASDI-MEDI

| ME 861023 CO CONT TO OASDI-MEDI | 1,220 | 0 | 1,220 | 390.08 | .00 | 829.92 | 32.0% |

| 2021/01/000325 07/17/2020 PRJ | 39.15 REF PP1520 | WARRANT=PP1520 RUN=1 BIWEEKLY |
| 2021/01/000690 07/31/2020 PRJ | 48.94 REF PP1620 | WARRANT=PP1620 RUN=1 BIWEEKLY |
| 2021/02/000406 08/14/2020 PRJ | 48.94 REF PP1720 | WARRANT=PP1720 RUN=1 BIWEEKLY |
| 2021/02/000793 08/28/2020 PRJ | 50.09 REF PP1820 | WARRANT=PP1820 RUN=1 BIWEEKLY |

Report generated: 11/13/2020 11:19  
User:    
Program ID:  gyltdmbu
## YEAR-TO-DATE BUDGET REPORT

### FOR 2021 04

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<th>REVISED</th>
<th>YTD ACTUAL</th>
<th>ENCUMBRANCES</th>
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<tbody>
<tr>
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<td>BUDGET</td>
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### ME 861023 CO CONT TO QASDI-MEDI

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**TOTAL CO CONT TO QASDI-MEDIC**

| 1,220 | 0 | 1,220 | 390.08 | .00 | 829.92 | 32.0% |

### ME 861024 CO CONT TO RET INCREMENT

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**TOTAL CO CONT TO RET INCREMENT**

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### ME 861030 CO CONT TO EMPLOYEE INSURANCE

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**TOTAL CO CONT TO EMPLOYEE INSURANCE**

| 6,290 | 0 | 6,290 | 5,814.36 | .00 | 475.64 | 92.4% |
### MENDOCINO COUNTY PRODUCTION v11.3

#### YEAR-TO-DATE BUDGET REPORT

FOR 2021 04

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**TOTAL COMMUNICATIONS**

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**862101 INSURANCE-GENERAL**

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**TOTAL INSURANCE-GENERAL**

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**862170 OFFICE EXPENSE**

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**TOTAL OFFICE EXPENSE**

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**862187 EDUCATION & TRAINING**

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# Year-to-Date Budget Report

**For 2021 04**

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Report generated: 11/12/2020 11:19

User: user

Program ID: gyltdbud
# YEAR-TO-DATE BUDGET REPORT

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## 862250 TRNSPRTATION & TRAVEL

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## 862253 TRAVEL & TRSP OUT OF COUNTY

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## 865802 OPERATING TRANSFER OUT

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** END OF REPORT - Generated by Lloyd weer **
ITEM 3c

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<td>Administrative Project Manager</td>
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<td>Time Allocated for Item:</td>
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AGENDA TITLE: Administrative Project Manager’s Update; discussion and possible action.

SUMMARY OF REQUEST / BACKGROUND INFORMATION:

- Update on the CRT and the Board of Supervisors decision on the additional alternates for the project
- Updated timeline for the CRT
- Discussion on the PHF and beginning process
- Behavioral Health Regional Training Center status
ITEM 3d

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<th>November 18, 2020</th>
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AGENDA TITLE: Discussion regarding Measure B Operational Expenses and Plan for Financial Analysis.

SUMMARY OF REQUEST / BACKGROUND INFORMATION:

Please see attached summary of Measure B operational needs
## Internal Partners: Measure B

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<th>Dept.</th>
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<td><strong>Information Services x</strong></td>
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<td>Filming each MHTA meeting</td>
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<td>Tech Integration - Capital</td>
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<td>Measure B support</td>
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<td><strong>Auditor’s Office @</strong></td>
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<tr>
<td>Management of Measure B accounts</td>
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<td>Develops quarterly and annual reports</td>
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<td>Develops Program Budget</td>
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<td>Administrative collaboration</td>
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<td><strong>Planning and Building Services @</strong></td>
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<tr>
<td>Capitol Project Processing and Approval</td>
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<td>Permits and other fees</td>
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<td><strong>Human Resources @</strong></td>
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<td>Processing Measure B staff benefits</td>
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<td>Hiring</td>
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### Key
- **Possible In-House**
- **Past Services**
- **Billing**
- **Attempting to Bill**
- **Outreach Needed**
ITEM 3e

<table>
<thead>
<tr>
<th>Date of Meeting:</th>
<th>November 18, 2020</th>
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<tbody>
<tr>
<td>Contact:</td>
<td>Member Allman</td>
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<tr>
<td>Time Allocated for Item:</td>
<td>10 minutes</td>
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AGENDA TITLE: Discussion and Possible Action regarding request for $12,400 (twelve thousand - four hundred dollars) for the Crisis Intervention Team (CIT) training.

SUMMARY OF REQUEST / BACKGROUND INFORMATION:

This annual training for first responders offers the most intensive behavioral health related curriculum available. This training combats stigma, teaches first responders to recognize and manage behavioral health crises and behaviors, and educates those who work with the public on how to avoid harming others or becoming harmed themselves.

In past years, Mendocino County Behavioral Health has sponsored this training fiscally.
ITEM 3f

<table>
<thead>
<tr>
<th>Date of Meeting:</th>
<th>November 18, 2020</th>
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<tbody>
<tr>
<td>Contact:</td>
<td>Chair Moschetti, Administrative Project Manager</td>
</tr>
<tr>
<td>Time Allocated for Item:</td>
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</table>

AGENDA TITLE: Discussion and Possible Action regarding MHTA Calendar and Benchmarks for 2021.

SUMMARY OF REQUEST / BACKGROUND INFORMATION:

Calendaring - once a month, once every other month, or once a quarter?
See attached examples

What fiscal events are important and what needs to be the focus?