

MENTAL HEALTH BOARD MINUTES
Executive Committee Meeting

January 3, 2018

10:30 to Noon

Program Support Annex Building Conference Room
3322 Chanate Road, Santa Rosa CA 95404

PRESENT: Asghar Ehsan, Matthew Jensen, Bob Cobb, Shellie Hadley, Susan Castillo, Rhonda Darrow (recorder)

- ❖ MHB Treasurer's Report – Balance **\$3773.00**
- ❖ Data Notebook 2017 Discussion – due November 2017/Susan/Rhonda to request extension from CALBHB/C Committee
 - To ask representatives from Older Adult Programs in Sonoma area
- ❖ Recruitment and retention of MHB members – vacancy in District 4 (Gore) and District 5 (Hopkins)
- ❖ Board Planning: **Special Topic—Local Sonoma Valley Issues**
- ❖ Next Working Retreat to be rescheduled to?
 - From MHB Retreat 5/17, "New Board Member Orientation"
 - Assignment of a mentor
 - Presentations of a "new board member kit"
- ❖ PAM Meeting update
- ❖ MH Systems Transformation
- ❖ Conference Attendance Approvals
 - CALBHB/C Conference in San Diego, 1/19-1/20/18
- ❖ CALBHB/C / Other Reports
- ❖ Future topics to add to agenda
- ❖ Public Comment

Next MHB Meeting Agenda **La Luz Center, 17560 Greger Street, Sonoma 95476**

- Approval of Minutes: **9/19 and 11/21/17**
- Patients' Rights Advocate Report – Tamara Winer
- Consumer Report – Kate Roberge or Guest
- Special Presentation: **Local Sonoma Valley Issues**
- BH Director's Report
- Systems Transformation (Section Managers' Reports)
- PEERS Coalition Intern Report
- Other Reports (i.e., CALBHB/C)
- Board Planning
- Chair's Report
- Board Discussion / Public Comments
- Wrap-Up
- Adjournment

AGENDA ITEM	DISCUSSION	RESOLUTION/ACTION
Treasurer's Report	Balance \$3773.00	
<p>Data Notebook 2017 "Healthy Aging and the Older Adult System of Care"</p>		<p>Due to fire disaster, CALBHB/C has postponed the submission due date to end of February 2018.</p> <p>Please read over the 2017 Data Notebook and send Rhonda or bring with you to the MHB Exec Com meeting on February 7, 2018, to go over the final 2017 Data Notebook document.</p> <p>There will be updates added from any new information from the February 20, 2018 meeting-- the topic will be Older Adult Early Intervention and Treatment. Asghar and Susan will sign-off before submission. Rhonda to send an email to Linda Dickerson of CALBHB/C to request the topic for 2018 Data Notebook.</p>
<p>Recruitment and Retention of MHB Members</p>	<p>James Gore, District 4 Seat is Available</p> <p>Lynda Hopkins, District 5 Seat is Available</p>	<p>CALBHB/C is recommending that each MHB member to building a personal relationship with their Board of Supervisor Representative by setting up a meeting at least once a year.</p> <p>Shellie will contact NAMI administration regarding suggested recruitments to the MHB for District 4.</p> <p>Susan will ask Healdsburg Foundation if they have any recommendations of consumers or family members who would like to represent District 4.</p> <p>Dick Kirk needs to contact Supervisor Gorin, District 5, to have his reappointment calendared.</p> <p>Some County MHBs have included a law enforcement representative.</p>
<p>Working Retreat</p>		<p>To check on availability of facilitator, Julie Kawahara, and trainer, Susan Wilson, for either Saturdays, April 21st or April 28th.</p> <p>Agenda: --Requiring all members to attend both retreats (can only be excused by Chair and for life emergencies</p>

		<p>--Orientation of new board members (discussed forming a committee)</p> <p>--Sign-off sheet when everyone has read over specified information</p> <p>--Data Collecting subcommittee (Bob Cobb and Fran Adams) to gather information about the system of care so all members have an explanation of the services by the contractors and their budget</p> <p>--To note in contractors' contracts that they need to send representatives to Mental Health Board meetings</p> <p>--To understand Mental Health Plan</p>
Conference Attendance and Approvals	CALBHB/C Conference in San Diego, January 19-20, 2018	Checking with Sherry to see if CALBHB/C is covering her expenses. If yes, then Asghar or Matthew would attend.
Program Assessment Matrix (PAM) Work Group	Members: Shellie Hadley, Dick Kirk, Patricia Gray, Matthew Jensen	The next meeting will be Friday, January 12, 2018, at noon, in the DHS Annex Alt Conf Rm. To discuss offering a consumer questionnaire for Aurora discharges.
MHB Site Visits	Site Visits will be determined at the Working Retreat. Rhonda to have a list of contract providers available, highlighting those offering older adult services.	
Board Planning		
AGENDA ITEM:		
▪ Special Presentation		
▪ PEERS Coalition Report		
▪ CALBHB/C Reports to be Added as Agenda Item with Other Reports	<p>A. CALBHB/C conferences</p> <p>B. Conference Reports</p>	<p>A. Asghar will be attending the CALBHB/C Southern Region Training and Meetings in San Diego, January 19-29, 2018—one of them will be covered by CALBHB /C funds.</p> <p>B. The next Local CALBHB/C Regional Training for the Bay Area Region is April 20-21, 2018, in Redwood City—one person will be covered by MHB funds.</p>
▪ MH Systems Transformation - Mike Kennedy and Section Managers' Report		A. The Orenda Center has been moved to 2245 Challenger Way; Detox

		<p>Center will be moved toward the end of January.</p> <p>Amy Faulstich will present or ask representative(s) from Older Adult Collaborative to present on their services.</p>
<ul style="list-style-type: none"> • Other Reports 		<ul style="list-style-type: none"> A. Nominating Committee will be determined in March or April for nominations to be made at Public Hearing. B. The Public Hearing will be on Wednesday, May 16th.
<ul style="list-style-type: none"> ▪ Chair’s Report 		
<ul style="list-style-type: none"> ▪ MHB Executive Committee and General Meetings Schedule 		
Public Comment(s)		<p>Bob Cobb questioned on how to get critical information to the Aurora Hospital administration; discussed asking for a meeting with Mike Kennedy and Tamara Winer on how to share concerns; discussed accumulating consumers’ and staffs’ concerns and then set up a site visit to bring up these concerns.</p>
Next MH Board Meeting Agenda	<p>Next MHB Meeting Agenda (11/21/17 at the Norton Mental Health Center, West Wing Conference Room, Santa Rosa)</p> <ul style="list-style-type: none"> • Role Call • Approval of Minutes: 9/19 and 11/21/17 • Patients’ Rights Advocate Report – Tamara Winer • Consumer Report – Kate Roberge and/or Guest • Special Presentation: Local Sonoma Valley Issues • Systems Transformation (Section Managers’ Reports) • PEERS Coalition Intern Report • Other Reports (including CALBHB/C report) • Board Planning • Chair’s Report • Board Discussion / Public Comments • Wrap-Up • Adjournment 	