

**COUNTY OF EL DORADO
MENTAL HEALTH COMMISSION**

Minutes for July 28, 2010

TIME: 5:00 p.m.

PLACE: Western Slope -
Mental Health Outpatient Clinic
670 Placerville Drive, 2nd Floor
Placerville, CA 95667

I. Call to Order (5:07); Roll Call; Introductions

Members: Jan Melnicoe, Bonnie McLane, Claudia Ball, Gus Pike, Lori Shepherd

Guests: Lee Kaplan, Ben Kindley, Jane de Felice, Stacy Bolton, Doris LeBonhal,
Jamie Lees, Guadalupe Medrono, Brenda Bailey

Staff: Neda West, Chris Kondo-Lister, Prestine Skinner, Shirley White, Barry
Wasserman, Janet Stevens, Brian Long

II. Approval of Agenda

Approved as amended (adding the topic of Office Moves under New Business).

III. Public Comment

None

IV. Approval of Minutes

June 23, 2010 Minutes – Approved as amended (noting a request to address the topic of Office Moves).

July 15, 2010 Minutes – Approved

V. Mental Health Division (MHD) Report

A. Program Updates

Behavioral Health Court (BHC) – Shirley White

Shirley distributed new Policies and Procedures for the BHC. Shirley reported that a new intern has been hired. The intern will work closely with the MHD and assist clients as they move through the BHC process. This assistance includes: regular office appointments, home visits, and time to review with the clients their treatment plans and the BHC expectations. The Team continues to meet every other week to develop new tools and screen clients for BHC eligibility. Shirley reported that Judge Proud will now be handling proceedings for the BHC.

DMH Site Visit, EQRO Review, and MHSA Plan Update – Chris Kondo-Lister
Chris reported that the Corrective Action Plan submitted by the MHD in response to the State Department of Mental Health (DMH) site visit last October was recently accepted.

In addition, the final report of the State contracted External Quality Review Organization (EQRO) was received. Among other things, the report stated that four out of five of the recommendations from the previous year were fully addressed. Overall, there was significant improvement in the EQRO's findings this year compared to last.

A powerpoint presentation was given on the Mental Health Services Act (MHSA) Plan Update (July 2010). The MHSA Plan Update will soon be posted for a 30-day public review and comment period followed by a public hearing hosted by the Mental Health Commission. The complete MHSA Plan Update Presentation is available on the Health Services Department, Mental Health Division website at the following address: <http://www.edcgov.us/mentalhealth/mhsa.html>.

The MHSA PEI State-wide funding allocation requires assignment to allow use at a regional or state-wide level; these funds cannot be spent independently at a local level. Preliminary findings suggest that joining the California Mental Health Services Authority (CalMHSA) Joint Powers Authority (JPA) may be the recommended approach. The process for joining the CalMHSA JPA is presently being evaluated. Mental Health Commission Members are encouraged to visit the CalMHSA JPA website for additional information about the organization.

B. Budget Updates – Neda West

Neda reported a worsening budget situation for El Dorado County (EDC), noting that Property Tax revenue came in lower than previously anticipated in the County's Recommended Budget that was approved by the Board of Supervisors in June 2010. The BOS conducted a special workshop on July 26th to address budget issues. The CAO's presentation to the BOS included a projected budget deficit in the next few years. The BOS has approved an early retirement program for EDC employees that qualify and approved the CAO to work with departments on reducing 150 General Fund supported positions. The Mental Health Division receives almost no General Fund support at this time. The Health Services Department's Addenda Budget will be submitted to the BOS in late August and the County's Addenda Budget hearings will take place in mid September. If there is still no approved State budget prior to the County's Addenda budget process, there may be little change in the Department's Addenda budget. Health Services has continued to see constrained realignment funding. MHD is attempting to maximize allowable use of available MHSA funding.

VI. Old Business

A. 5150 Process – Barry Wasserman

Clarification was requested on how the MHD deals with a disagreement between Law Enforcement and the MHD Psychiatric Emergency Services (PES) staff on duty regarding admission to the PHF. Barry indicated that PES staff members have been provided with training and guiding principles which includes instruction to err on the side of caution relative to requesting admission, and to contact an MHD supervisor or the MHD on-call psychiatrist as appropriate if they are uncertain and/or to resolve such questions/issues. If there is a disagreement between the Emergency Room (ER) doctor and PES staff, the PES staff member is instructed to contact the MHD on-call psychiatrist; the psychiatrist may speak directly with the ER doctor as appropriate prior to making a final determination relative a psychiatric hospital admission. PES staff members regularly consider input that may be provided by family members or

others who are present and/or involved during a crisis situation. Concerned family members/others may request that the PES staff member contact their supervisor or the on-call psychiatrist for consultation and concurrence on a decision. As noted previously, staff members are instructed to err on the side of caution and consult with their supervisor or the on-call psychiatrist as appropriate. There was a question and some discussion relative to whether a family member could ask to speak directly with designated on-call staff. Although Barry indicated during the meeting that he personally may be open to taking an after-hours call from a family member, he also emphasized that such communications are most appropriate during business hours. It was also noted that any crisis client who is 18 or older can withhold authorization for the sharing of any information with others, including parents or other family members. Staff are trained to comply with privacy requirements pertaining to protected health information.

[Subsequent to this meeting, staff reflected on the discussion and felt that further clarification was appropriate. In addition, staff consulted with the Mental Health Medical Director and the following clarification resulted. The PES Supervisor and/or the designated on-call psychiatrist are available after hours for the purposes of providing consultation directly to PES staff and/or the attending ER physician. Communications with the public, to the extent appropriate and allowable, are normally handled during regular business hours.]

B. Data Training Report – Jan Melnicoe

Jan reported that the Data Training Report draft had been submitted to all Mental Health Commission members. An additional meeting to finalize the report will be needed before submitting the report to the California Department of Mental Health.

C. Membership Committee Report – Claudia Ball

Claudia has been researching the issue of membership diversity on County Mental Health Boards and Commissions. A report regarding County Mental Health Board composition from the California Mental Health Planning Council was distributed to Commission members. Claudia read a section on page 7 entitled, “Creating an Environment that Values Diversity” and indicated that the El Dorado County (EDC) Mental Health Commission should receive training on how to make the Commission more diverse.

Bonnie McLane provided a report on a visit to the Placer County Mental Health Commission (PCMHC) and explained how the PCMHC uses four separate committees to conduct the business of the Commission. Jan Melnicoe proposed that the Commission avail itself of training regarding Mental Health Commission roles and responsibilities offered by the California Institute for Mental Health (CiMH) which may be funded by the MHD. MHD administration will work towards establishing a contract with CiMH to fund this training.

VII. New Business

A. NAMI Report – This item was carried over to the next meeting.

B. Review of Contracts and Agreements Committee – Bonnie McLane

Bonnie explained how the PCMHC uses a committee to review Mental Health contracts and agreements. Claudia made a motion to establish an EDCMHC committee to review MHD contracts and agreements. This motion was approved by the Western Slope Council. Neda explained the County’s development, review, and

approval process for contracts and agreements. She reported that the Health Services Department has 359 contracts, existing or in-development, that are being tracked in its contracts database. The Public Health Division has 233 and the Mental Health Division has 126. Clarification was requested on how the MHD knows that the vendors are following the guidelines set forth by a contract. Neda explained that the MHD has designated Contract Administrators who are responsible for monitoring all aspects of contracted programs. In addition, Finance staff are involved in monitoring compliance with compensation provisions.

C. Commission Retreat – This item was carried over to the next meeting.

D. Office Moves – Chris Kondo-Lister

Chris updated Commission members on recent MHD office moves. Some Program Administration and Utilization Review/Quality Improvement staff moved from the bottom floor to the 2nd floor, while some Medical Administration staff moved from the top floor to the 2nd floor. One of the Children's Services staff was moved from one 2nd floor office into another office, while another Children's Services staff member who has recently been assigned to a vacated school-based position, uses a cubicle when in the clinic doing paperwork (as did her predecessor). Some shared office space is required due to facility space limitations; however, private office space is available and is used for confidential conversations. These office moves were made to centralize Program Administration, UR/QI, and Medical Administrative management and staff, and to free up much needed space for the Adult Services staff on the bottom floor.

VIII. Commission Comments/Open Discussion

Prestine Skinner reported that she has been conducting consumer focus groups in the Wellness Center. She has received positive feedback regarding Wellness Center activities and reports that the clients appreciate the availability of snack food there.

IX. Adjournment 8:10p.m.

Next Meeting: August 25, 2010 at 5:00 p.m.