

**EL DORADO COUNTY  
MENTAL HEALTH JOINT COMMISSION  
Minutes December 14, 2011**

**TIME: 5:00 PM**

**PLACE: Video conference at:**

**Western Slope –**

**El Dorado County Health Service Department,  
Mental Health Division  
670 Placerville Dr. 2<sup>nd</sup> floor Conf. room  
Placerville, CA 95667**

**South Lake Tahoe –**

**El Dorado County Health Services Department,  
Mental Health Division  
1360 Johnson Blvd  
South Lake Tahoe, CA 96150**

**I. Call to Order; Roll Call; Introductions**

Members: R.S. Lynn, Claudia Ball, Jan Melnicoe, Bonnie McLane, Linn Williamson, Guadalupe Medrano

Guests: Bill Ball, Jim Abram, Lori Borrelli

Staff: Jan Walker-Conroy, Sophie Cabrera, Chris Kondo-Lister, Janet Stevens

**II. Approval of Agenda**

Discussion of Planning and Budget Committee issues was moved up on the agenda at the request of the presenter.

**III. Public Comment (15 Minutes)**

None

**IV. Approval of Minutes**

- September 28, 2011: Approved

- November 2, 2011: Approved

**V. Old Business**

None

**VI. New Business**

A. Discussion of Planning and Budget Committee issues:

- The Budget and Planning Committee held a video-conference meeting on 12/13/2011 to discuss existing and potential contracts with clinical service providers. Particular concerns include the proposed FSP service contract and the RFP process for selecting an FSP provider. Dr. Lynn volunteered to gather documents from the State that define FSP and describe program requirements; he will distribute this information to everyone on the Budget and Planning Committee, and to other Commission members who request the information. Department representatives indicated that they would welcome Commission input

on FSP planning and are willing to include a representative from the Commission during the development of the RFP.

- Commission members observed that Turning Point and Crossroads were both provided with office space in the West Slope Mental Health Clinic. Chris Kondo-Lister explained that Turning Point had two short-term contracts: the first to provide specialized training and adult assessment services to support the County's FSP program, and the second to provide Prevention and Early Intervention (PEI) assessment and linkages for clients who do not meet medical necessity. In the case of Crossroads, contracted services were enhanced and better integrated with County-run services by having program representatives on site. All of these contracts are ending.
  - Department representatives and Commission members discussed the differences between an RFP and a final contract:
    - 1) An RFP presents the scope of work, and encourages multiple providers to submit their qualifications, proposed costs, and strategies to supply those services in a competitive bidding process;
    - 2) The contract includes both the scope of work and the rate structure; it is the final agreement between the County and the selected provider.
- B. Report of the Membership Committee and Vote on Linn Williamson: The Membership Committee presented Linn's qualifications and recommended approving his application to become a member of the MH Commission. The motion forward his application to the Board of Supervisors was introduced and unanimously approved.
- C. Report of the Nomination Committee on New MH Commission Officers for 2012: The Nominations Committee presented a proposed slate of officers for 2012.  
Chair of the South Lake Tahoe Council: Denise Burke  
MH Commission Chair: Claudia Ball  
MH Commission Vice Chair: Bonnie McLane  
Voting will be scheduled for the January meeting of the MH Commission.
- D. Discussion of Evaluation Committee
1. Peer-to-peer Support Report: Jeanne Lahey has resigned from the MH Commission and is no longer participating on the Evaluation Committee. Bonnie McLane dropped in to observe the WS Wellness Center and to talk with clinicians and peer support staff. Since "peer-to-peer support" is easily confused with the NAMI Peer-to-Peer Program, it was decided to change the title of the report to "Peer Support Services." Bonnie submitted a draft of the Committee report. Linn Williamson and Maureen Focht indicated that they would prefer to be involved in the evaluation of adult services. Jan Melnicoe asked for clarification of what is intended by, "evaluation of adult services."
  2. Casework: Claudia reported that the Commission has been informed of some problems in casework. Evaluation of Adult Services could address problems such as this that come to the attention of the MH Commission. Department representatives also indicated their commitment to looking at issues that are raised.
- E. Discussion of Children's Committee
1. Report: Kathy Walker from CASA is no longer able to participate on the Children's Committee.

2. Future Plans: The Children's Committee intends to start looking at contract providers of children's services, visiting vendors, and looking at funding. The Committee is also interested in tools for measuring and monitoring children's outcomes.

## **VII. Department update**

- Joan Meis Wilson presented an overview of changes that have taken place in the Psychiatric Health Facility (PHF) over the past six months. She stressed that the priority has been to improve both quality of services and the safety of the facility with the client's welfare in mind.
- Sophie Cabrera presented information on a 2011-12 CIMH learning collaborative, "Advancing Recovery Practices" which is designed to evaluate clinical and business practices in order to increase access, system flow and capacity. Work in the collaborative is scheduled to begin in January, and the Department is looking to include clinicians, family members, Commission members and contract providers in the discussions.
- Mental Health First Aid (MHFA) training classes were recently completed at Green Valley Church in August, at the WS Mental Health Clinic in September, and in October at the First 5 Office for First 5 and Library staff members. Course evaluations have been very positive and the next MHFA sessions are scheduled for January at the Church of the Nazarene in Placerville.
- Laura Walny will be managing outpatient Adult and Children's services on the WS and in Tahoe. She is coming to Mental Health from Adult Protective Services and has 20 years of supervisory and management experience.

## **VIII. Commissioner Comments**

None

## **IX. Adjournment**

Next MH Commission meeting is scheduled for January 25, 2012