

**EL DORADO COUNTY  
MENTAL HEALTH JOINT COMMISSION  
Minutes: May 22, 2013**

**TIME: 5:00 PM**

**PLACE: Video-Conference at:  
Western Slope at 415 Placerville Drive (EMS)  
Placerville, CA 95667**

**South Lake Tahoe – Public Health/Mental Health Offices  
1360 Johnson Blvd., #103  
South Lake Tahoe, CA 96150**

- I. Call to Order; Roll Call; Introductions  
Members: R.S. Lynn, Michael Pickens, Denise Burke, Claudia Ball, Linn Williamson, Jim Abram, Jan Melnicoe, Bonnie McLane, Craig Therkildsen  
Guests: Diana Hankins, Bill Ball  
Staff: Patricia Charles-Heathers, Jan Walker-Conroy, Don Ashton, Ren Scammon, Janet Stevens, Dennis Plunkett, Doris Jones, Shirley White
- II. Approval of Agenda
  - Approved with the inclusion of an South LakeTahoe Update included in the Mental Health Department Monthly Update
- III. Approval of Minutes (April)
  - Deferred until the June meeting of the Mental Health Commission
- IV. Public Comment (15 minutes)
  - The Chair of the Mental Health Commission Planning and Budget subcommittee asked for volunteers to participate in the review of certain contracts. He is also looking for information from the Department to make clear what specific goods or services are being provided by the contractor; the deliverables are frequently ambiguous in the contract language. In particular, the subcommittee is concerned with fees for custom computer proگرامing and asking why these costs are not shared with all of the Counties who have implemented Avatar.
  - The release of the fifth edition of the Diagnostic and Statistical Manual for Mental Disorders (DSM-5) was discussed. The updated publication includes revisions for criteria for the diagnosis and classification of mental disorders, including the designation of Hoarding as a distinct disorder with distinct treatments. Commission members wondered how this information will work its way into clinical practice. Claudia Ball asked that the Department provide a response outlining how and when DSM-5 will be introduced and implemented.

## V. Questions on Mental Health Department Monthly Update

- A written update of Mental Health Department news was distributed. Departmental updates are also included as an appendix to this document [Appendix A].
- Denise Burke asked for clarification of “ICM” in West Slope Adult Outpatient Services. ICM is the “Intensive Case Management” team. Denise also asked for clarification on the changes within the South Lake Tahoe Clinic and Wellness Center: Sabrina Owen-Balme has received donations of furniture and accessories to provide a welcoming environment for clients. Denise pointed out that the more pressing concern is securing a location for the Wellness program.
- Regarding the Victory Mine Relocation Update: Jan Melnicoe suggested a family get-together before the move, so that clients and their families have a warm transition and a good sense of the new clinic design. Jim Abram wanted to know where transportation and the planning of a bus stop fall in the order of priorities. Don Ashton assured the group that addressing transportation concerns is high on the list of priorities. Commission members agreed to put client transportation to and from the Victory Mine location on the agenda of the June Mental Health Commission meeting.
- Linn Williamson wondered whether the question-and-answer format to review the Mental Health Department Monthly Update produced adequate discussion, and whether it might be preferable to ask for either a brief verbal synopsis, or a report on one item each month that is particularly noteworthy. Group consensus was that the written report together with the Department responses to questions is adequate unless there is an item or urgent change that is not included in the written monthly update.
- R.S. Lynn asked for clarification of the “MFT Intern”. A Marriage and Family Therapist (MFT) Intern is an individual who had graduated with a qualifying Doctorate or Masters-level degree, registered with the California Board of Behavioral Sciences, and is completing the pre-licensure requirement of 3,000 hours of supervised work experience.
- Commission members asked for more detailed information about the plans for relocating the South Lake Tahoe Wellness Center and moving Mental Health services out of the Senior Center: Patricia Charles-Heathers and Don Ashton reported that the County is actively looking for space and doing a survey of private and County-owned property to see what is available. The City-imposed deadline of June 30 is being addressed by County Counsel and has been discussed by the Board of Supervisors in closed session. Commission members discussed the possibility of leasing a residential property for the Wellness Center. Denise Burke pointed out many problems associated with housing the Wellness Center in a residential neighborhood; many of these problems are similar to those experienced when the Wellness Center was co-located within the Senior Center. Separating the Wellness Center from the Mental Health Clinic has been difficult for clients; this would not improve in the Wellness Center was moved to a residential neighborhood. In addition, there is a question as to whether the Wellness Center is required to have a commercial kitchen; Don Ashton will research this issue.

- Commission members wondered if they would receive a report on progress that Robert Bloom made to improve collaboration between Barton Hospital and the South Lake Tahoe Mental Health Crisis team.
- Diana Hankins discussed a meeting with the jail medical group on June 19<sup>th</sup> in Placerville. The intent of this meeting is to address the issue of inmates being taken off all medications on arrest, and then reinstating treatment for sentencing, and then removing medication again post-sentencing. Craig Therkidsen pointed out that Dr. Fithian, the California Forensic Medical Group (CFMG) Medical Director who oversees medical services in the jails, will cite instances when inmates were taking multiple psychotropic medications when they were jailed. Jim Abram added that the County needs a system for notifying the Mental Health Department whenever a client is arrested.

## VI. Old Business

### a. Laura's Law:

- Several Mental Health Commission members expressed frustration with the slow process of moving Laura's Law forward in the County. Denise Burke noted that even though this is not the best time, with so many facility issues pending, it is nevertheless an appropriate time for action given that Laura's Law has been under discussion for eight years and through four administrations. Jim Abram pointed out that in order to take the issue to the Board of Supervisors, funding needs and commitments must be addressed – because funding will be the major obstacle. Craig Therkidsen pointed out that in order to develop a funding strategy, the subcommittee will need to include finance and operations people from Probation, the Sheriff's Office, the Courts, and Board of Supervisors. Commission members expressed frustration with Mental Health administrators who want proponents of Laura's Law to specify, "what to give up" – noting that there are surplus funds available to implement the program.

- i. Set next meeting date for committee: Tuesday, June 18 at 3:30 PM at the West Slope Mental Health Clinic, 670 Placerville Drive.

### b. Review other Mental Health Commission committees

- Planning and Budget subcommittee: R.S. Lynn disclosed that he will start subcommittee work with the feeling that there is a lot of money going out to contracted providers that a well-run business would not be spending. Contracts are not transparent; those outside of the Department cannot readily determine the work product and R.S. Lynn raised the question of how the Department evaluates the work provided by contractors. Patricia Charles-Heathers explained that bills submitted by contractors are matched up with the contract and scrutinized by the Department and by the Auditor; in addition, the Department is moving to performance outcome evaluation. The Planning and Budget Committee could use additional help; Claudia Ball indicated that she would be interested in reviewing Mental Health contracts; she added that she is particularly interested in learning about what is done in the school PIP programs.

- Evaluation subcommittee: This group will choose one component to evaluate in the upcoming year.
- Mental Health Commission By-Laws specify approximately eight subcommittees. Linn Williamson wondered how many committees are realistic for the Commission members to manage. Commission members agreed to put the number of active Commission subcommittees and participation on those subcommittees on the agenda of the June Mental Health Commission meeting.

## VII. New Business

- a. Mental Health move – committee to review, support transition and transportation
  - Jim Abram suggested that the Commission establish a subcommittee to support the transition of the West Slope Mental Health Clinic to the Victory Mine location.
  - **MOTION:** The Mental Health Commission will form a subcommittee to support the transition of the West Slope Mental Health Clinic to the Victory Mine location, including advocating for transportation solutions and helping to move the Wellness Center from Placerville Drive to the Victory Mine location. Motion approved; Craig Therkildsen will Chair this subcommittee.
- b. Mental Health Services Act (MHSA) 2012 - 2013 plan update and discussion
  - Ren Scammon provided an overview of the MHSA planning that is currently in progress. The 2012-13 MHSA Plan is posted for review and a Public Hearing scheduled for 5/29/2013. This Plan is a continuation of 2011-12.
    - Expenditures in the 2012-13 MHSA Plan are presented at the component level (for example, CSS, PEI, WET, etc.) as is required for submission to the State. Claudia Ball has asked for a breakdown of MHSA expenditures at the program level. Ren Scammon indicated that the Department is working to provide this information, but not all expenditures are recorded at the program level.
    - Commission members observed that the 2012-13 MHSA Plan describes the component programs in vague terms, and these descriptions are not clearly linked to goals and objectives.
  - Ren Scammon also described planning for the 2013-14 MHSA Plan. This will be a comprehensive 3-year plan, and is expected to look significantly different from the 2012-13 Plan. Initial planning and community meetings occurred in April, May and June. The Department plans to compile information from these initial meetings and return to the community with draft project descriptions at the end of June. Until the 2013-14 MHSA Plan has approval from the Board of Supervisors, money cannot be spent on any new programs.
    - Commission members asked about plans for Housing in the 2013-14 Plan. Ren Scammon noted that there are various

types of housing supported by MHSA: permanent supportive housing in the Sunset Lane project in Shingle Springs and The Aspens at South Lake; Transitional housing (T Houses) in Placerville; and Board & Care facilities in Galt. Claudia Ball wondered whether MHSA funds can support teaching independent living skills to those clients who live in the Galt Board & Care facilities.

- Denise Burke asked whether there is more latitude in how MHSA funds can be spent, now that most plans do not require State approval. Ren Scammon explained that each MHSA component has rules, and she reiterated that money cannot be spent on items that are not specified in the approved plan.
  - Commission members asked if MHSA funds can support transportation to help clients get to the Victory Mine clinic.
- c. Discussion and review of 2012 Mental Health Commission Annual Report to BOS
- The first draft of the Mental Health Commission Report to the Board of Supervisors for 2012 was distributed to Commission members.
  - R.S. Lynn requested that under “SOUTH LAKE TAHOE UPDATES” the third bullet point, “Clients and stakeholders feel that they were not included...” be revised to “Clients and stakeholders were not included...” In addition, R.S. Lynn asked that the report reflect that by excluding the Mental Health Commission from South Lake Tahoe facility decisions, the Department was not compliant with the law (Welfare and Institutions Code Section 5604.2).
  - Other changes should be sent to Claudia Ball. The revised draft will be included to on the agenda of the June Mental Health Commission meeting.

VIII. Determination of Mental Health Commission meeting for June 2013

- Next meeting of the Mental Health Commission is scheduled for 5:00 PM on June 26, 2013.

IX. Commissioner’s Comments

- There was a suggestion to place items requiring a vote early on the agenda, so that votes are held before 6:30 PM.

X. Adjournment

**El Dorado County Health and Human Services Agency  
Mental Health Department Update  
Mental Health Commission  
May 22, 2013 Meeting**

**PM II Update** (Laura K. Walny)

- **Staffing Changes/Updates:**
  - MH Clinician 1A: SLT Janet Stevens, MSW Intern
  - MH Clinician 1A: SLT Extra Help Crisis Tania Plevel, MFT Intern
  - MH Clinician 1A: Adult OP Amanda Wilkinson, LPCC, NCC, BC-DMT
  - MH Clinician 1A: Adult OP Jessie Cilenti, MFT Intern
  - MH Clinician 1B: Children's Sue Cirillo, MFT
  - Department Analyst: MHSA Brandi Reid
  - Extra Help Drivers: Harold Jones, Bonnie East and Judy Sullivan
  
- **Recruitments (May/June):**
  - Psych Tech: Adult OP Clinic Vacancy, ICM Position for 7/2013 & Extra Help
  - MH Aides: Adult OP Vacancy, 1.6 ICM Positions for 7/2013 and Extra Help
  - MH Clinician: AB 109 Funded position, ICM Position for 7/2013
  - MH Program Coordinator: Adult OP Position; in approval process
  - MH Program Coordinator: Special Projects; in approval process
  - MH Worker: in process; offering 1.8 positions in the PHF & Extra Help, 1.5 Adult OP
  
- **Victory Mine Relocation Update**
  - An internal Move Committee held its first meeting on 5/10/13: Shannon Vanskike - identified as Project Coordinator to help keep the work on track/schedule. Shannon will be working closely with Jan, Don, Patricia and the rest of the move team. The current priority is to finalize the floor plans with the goal of beginning work at the new location as soon as possible.
  - Prior to completion of the floor plans, a meeting will be held with the Mental Health Managers and Program Coordinators to review the plans and solicit their feedback and suggestions. All participants have been asked to provide at least 1 suggestion regarding how best to include and engage our clients and staff in the move planning process. At the same time we are asking that Mental Health Commission members also submit suggestions.
  - As we plan the move, we will need help and assistance from volunteers. We are considering several projects at this time and will be adding more to the list as we get organized. For example: Clubhouse Clean Up Morning so we can organize and sort the items in the Clubhouse – determine what moves; gets donated, disposed of or replaced and an appeal/donation request/fundraiser to help secure items which need replacement.

## **Outpatient Services (Dennis Plunkett)**

- **WS Adult Outpatient Services:**
  - 452 adult clients open to services as of 5/14/13. Continue with staffing challenges to fill vacant positions reported last period. Currently waiting for 2 full-time Clinicians to clear the hiring process. Just received clearance to hire 1.5 permanent and 3 Extra Help O/P Mental Health Workers who completed recent recruitment cycle. Job offers forthcoming. 1 Full Time PSY Tech (Nurse) will be posted ASAP. Currently utilizing PHF staff to assist with medication support in O/P Clinic.
  - Continued urgency in staffing and caseload management. Plan to utilize licensed clinicians from other areas, i.e., PES, Children's Services, and QA/UR to cover current 'Request for Services' and 'Intake Assessment needs until staffing stabilizes.
  - New Transition House (Mallard Hilltop) at capacity (all female) with Spring St. Transition House converted to all male.
  - Bipolar Substance Abuse group completed on 5/14. Reviewing schedule to determine next group start.
  - Transition group continues with strong attendance (15-20) average attendance. Availability for guest speakers/topics if appropriate. Contact Ken Jones at 530-621-6178.
  - ICM team working with EDC Food Bank to assist with providing resources to the Transition Houses. Will begin program with 1 house to solidify program.
  
- **South Lake Tahoe:**
  - 143 clients (adult/youth) open to MH services as of 5/14/13. Continue with staffing challenges to fill vacant positions reported last period.
  - Continuing to address space issues within the Clinic and Wellness Center.
  - Program Coordinator, Sabrina Owen-Balme, utilizing local resources to beautify clinic. i.e., furniture, décor, etc. in an effort to provide a warm and welcoming environment for Mental Health clients.
  - Staff continuing to adjust to new Electronic Health Records (Avatar), fully integrated into all aspects of the clinic.
  - 1 new FT permanent MH Clinician and 1 Extra Help MH Clinician offered/accepted. Extra Help MH Clinician will assist with PES.
  
- **Psychiatric Emergency Services:**
  - Help MH Clinicians on WS and SLT being utilized to reinforce quality of emergency services.
  - O/P staff being trained to supplement high need periods.

## Appendix A

- Beginning planning stages to develop program mechanics for full ICM team to launch in July 2013.
- **Psychiatric Health Facility** (Cheree Haffner)
  - **16 Bed Expansion Update:** Contract for the construction company is at the CAO for approval, which is the last step. Shortly, we will be setting up a start date. State Department of Social Services approved patient care plan for the construction process. We also started the formal bid process for the specialized furniture we will be upgrading with after renovation is completed.
  - **Hiring Updates:** 2 new Mental Health Workers have been selected, 1 will be assigned to the NOC Shift and the other to the PM Shift. We are still in the process of recruiting for as RN, which closes on 5/20/13.
  - **Electronic Record Conversion Update:** PHF had “Go Live” on May 6th. Staff are working very hard at making this big adjustment. We are working out the little bugs and getting a lot of great support from the IT department and Outpatient Staff who have gone before us.

## MHSA (Ren Scammon)

- **FY 12/13 MHSA Plan Update:** The FY 12/13 MHSA Plan Update posted on April 26. The public hearing is scheduled for May 29. This Plan Update carried forward the programs and estimated funding from FY 11/12. I have received some public comment, but anticipate more will be forthcoming, along with input that will be received at the May 29 Mental Health Commission Public Hearing.
- **FY 13/14 MHSA Plan Community Planning Process:** The FY 13/14 planning process is underway. Although turnout at the MHSA Overview and Community Services and Supports meetings was relatively low, participants provided important insight into the needs of the County’s unique communities. The Prevention and Early Intervention meetings run May 14 through May 20, and attendance is expected to be higher. Presentations to community organizations are also planned, along with surveys.
- **Sunset Lane Apartments:** We are finalizing the MHSA certification processes and certification materials for Sunset Lane Apartments in Shingle Springs. Outreach is starting as well to ensure interested individuals are aware of the apartments.
- **The Aspens at South Lake:** Site preparation work has begun on the land. The development is due to be completed in 2014.
- **Mental Health First Aid Youth Program:** Two of our Mental Health First Aid Instructors completed training in the Youth Program and we will begin scheduling Youth Training.

**Behavioral Health Court (Shirley White)**

- Placerville Behavioral Health Court currently serves 11 active participants. All current participants are in compliance with their treatment plans and continue to make very good progress toward treatment goals. One graduation was celebrated this month in Placerville, and one of our participants has successfully gained employment. Next Behavioral Health Court proceedings will be held on June 3, 2013 at 1:30pm.
- South Lake Tahoe Behavioral Health Court continues to serve 15 participants. Those Behavioral Health Court clients in need of substance use disorder treatment receive outpatient treatment at Tahoe Turning Point. Next proceeding in South Lake Tahoe will be held on May 16, 2013 at 1:30pm.

**Patient's Rights Advocate (Doris Jones)**

- Patient's Rights Annual Staff Training is scheduled with Jan Melnicoe for June 26, 2013 at the Mental Health Outpatient Services location.
- PHF Groups & Staff: Positive feedback continues to be received from clients regarding the daily groups and the increased client/staff interaction.
- Complaints: Continue to work with clients and mental health staff to facilitate resolutions and make recommendations as appropriate.
- PHF Informational materials (brochure and FAQs) are in final review stages. Upon finalization, the documents will be printed and posted to the Mental Health website.
- Facility Safety: Working with all Mental Health sites regarding facility safety, inspections and training plans.