



## El Dorado County Mental Health Commission Meeting Agenda Joint Councils

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Wednesday, June 25, 2014

5:00 pm

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### Meeting Locations (in person and councils connected via tele/video-conferencing):

- Health and Human Service Agency, 3057 Briw Road, Sierra Room, Placerville, CA
  - Mental Health Office, 1360 Johnson Boulevard, Suite 103, South Lake Tahoe, CA
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- I. Call to Order; Roll Call; Introductions
- II. Approval of Agenda
- III. Approval of Minutes (Attachment A)
- IV. Public Comment (15 Minutes)
- V. Recommendation by Commissioner Abram that the Board of Supervisors appoint David Sterkin to the Mental Health Commission, West Slope Council
- VI. Commissioner Abram, as Chair of the West Slope Council, to appoint Daniel Boals as an Associate Member of the West Slope Council
- VII. Mental Health Commission to identify a date and time for the public hearing on the Draft Fiscal Year 2014-15 Mental Health Services Act (MHSA) Plan Update
- VIII. Discussion and review of proposed changes to the El Dorado County Mental Health Commission Bylaws and adoption of a joint commission recommendation for the language to be included in the final draft of the revised/amended Bylaws (Attachment B). The final draft of the revised/amended Bylaws to be presented and voted on at a special meeting of the Mental Health Commission (scheduled to align with the public hearing for the MHSA Plan Update referenced in agenda item VII).
- IX. Mental Health Commission Evaluation Committee Update

- X. Questions/Comments on Mental Health Division Monthly Report (Attachment C)
- XI. Commissioner's Comments
- XII. Determine Next Mental Health Commission Meeting Date
- XIII. Adjournment

**EL DORADO COUNTY  
MENTAL HEALTH JOINT COMMISSION  
Minutes: May 28, 2014**

**TIME: 5:00 PM**

**PLACE: In person and councils connected via tele/video-conferencing:  
Western Slope – Health and Human Services Agency – Sierra Room  
3057 Briw Road  
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  
Mental Health Commissioners: Jim Abram, Denise Burke, Stephen Clavere, Ben Ehrler, Bonnie McLane, Guadalupe Medrano, Jan Melnicoe, Craig Therkildsen, Linn Williamson  
Mental Health Commission Associate Members: Diana Hankins  
Guests: David Ashby, Dan Boals, Steve Ehrler, Barry Harwell, Patty Howard, Raeann Jones, Lucy Oliveira, DJ Peterson, Lori Nordone Pond, Michael Ranalli, Barbara Smiley, Donna Soldano, Dave Sterkin, Robin Van Valkenburgh, Michelle Witt  
HHS Staff: Don Ashton, Patricia Charles-Heathers, Sabrina Owen, Dennis Plunkett, Brandi Reid, James Robbins, Jamie Samboceti, Ren Scammon, Laura Walny
- II. Approval of Agenda
  - **MOTION:** A motion was made by Bonnie McLane, seconded by Jim Abram, to approve the agenda as written.  
**Yes:** 9 – Abram, Burke, Clavere, Ehrler, McLane, Medrano, Melnicoe, Therkildsen, Williamson
- III. Approval of Minutes
  - **MOTION:** A motion was made by Bonnie McLane, seconded by Stephen Clavere, to approve the minutes from the April 22, 2014 Mental Health Commission Special Meeting South Lake Tahoe Council and the April 23, 2014 Mental Health Commission Joint Meeting.  
**Yes:** 9 – Abram, Burke, Clavere, Ehrler, McLane, Medrano, Melnicoe, Therkildsen, Williamson
  - **MOTION:** A motion was made by Bonnie McLane, seconded by Linn Williamson, to approve the minutes from the May 7, 2014 Mental Health Commission Joint Special Meeting.  
**Yes:** 9 – Abram, Burke, Clavere, Ehrler, McLane, Medrano, Melnicoe, Therkildsen, Williamson
- IV. Public Comment (15 minutes)
  - Jim Abram announced that Steve Mannheim and Claudia Ball have both resigned from the Mental Health Commission. There are now two additional vacancies on the Commission, one on each slope. Both vacancies have been posted with the County

Clerk of the Board for ten days.

- Lucy Oliveira reported that 47 students, grades K-3 have been served as part of the PIP Program in the Georgetown area. The children have benefitted greatly and she hopes that PIP Program will be part of the FY 14-15 MHSA Plan.
  - Patty Howard shared her experiences with her adult daughter and the mental health system. She is advocating for Assisted Outpatient Treatment in El Dorado County.
  - DJ Peterson expressed the importance of reaching kids with mental health symptoms early and offered his support for the PIP program in El Dorado Hills.
  - Michelle Witt, supervisor of the PIP program in El Dorado Hills, expressed the importance of investing MHSA funds in early intervention and prevention programs.
  - Raeann Jones shared that even a small amount of funding to provide mental health services in schools makes a big difference.
  - Barbara Smiley stated that she is advocating for continued funding for the PEI programs that El Dorado Hills Community Vision Coalition is providing. Other counties have mental health programs for kids in middle schools and high schools. She stated that the unspent MHSA funds should be distributed to organizations that are ready to provide school services.
- V. Recommendation by Commissioner Burke to request the Board of Supervisors to appoint Lorraine Nordone Pond as a member of the Mental Health Commission, South Lake Tahoe Council
- Lori Pond introduced herself to the Commission. She stated that she has been involved with mental health for many years in many capacities, and has an adult child with a serious mental illness.
  - **MOTION:** A motion was made by Bonnie McLane, seconded by Jan Melnicoe, to recommend that the Board of Supervisors appoint Lorraine Nordone Pond to the Mental Health Commission.  
**Yes:** 9 – Abram, Burke, Clavere, Ehrler, McLane, Medrano, Melnicoe, Therkildsen, Williamson
  - This recommendation will go to the Clerk of the Board to seek appointment from the Board of Supervisors.
- VI. Commissioner Burke, as Chair of the South Lake Tahoe Council, to appoint Stephen Ehrler as an Associate Member of the South Lake Tahoe Council
- Denise Burke recommended the appointment of Steve Ehrler as an Associate Member of the Commission. She stated that with the new vacancy in South Lake Tahoe, she will work on the paperwork to make him a permanent member, but for the interim she would like to continue with the appointment to Associate Member.
  - Denise Burke appointed Steve Ehrler as an Associate Member of the South Lake Tahoe Council.
- VII. El Dorado Transit Authority update on current and future transportation projects impacting individuals with a mental illness
- Robin Van Valkenburgh from the El Dorado County Transit Authority (EDCTA) provided the Commission with a presentation on transportation services that are available to mental health consumers. The EDTCA is in the process of developing a

strategic marketing plan to address the short term and long term goals of the agency. The FY 14/15 transit plan is being presented on June 5, 2014 at 2:00 pm and the full presentation is posted on the El Dorado County Transportation Commission website.

VIII. Questions/Comments on Mental Health Division Monthly Report

- A written update of Mental Health Division was distributed. The Division Monthly Report is included as an appendix to this document (Appendix A).
- Jim Abram asked for a status update on the patio cover at the Wellness Center. Don Ashton reported that things are progressing and he is in weekly contact with both Angelo Troquato and Russ Fackrell and will provide updates to the Commission as he gets them.
- Denise Burke asked if there are going to be any MHSA services in South Lake Tahoe. Ren Scammon advised that Family Resource Center is already providing Latino Outreach services through PEI and there is a Request for Proposal in process to provide PEI Mentoring for 3-5 Year Olds by Adults and Older Adults in the South Lake Tahoe area.
- Jim Abram asked for information about the PATH Grant. Ren Scammon advised that the grant is for \$34,000 per year with \$6,000 for direct housing assistance, 10% to cover administrative costs and \$25,000 which will be available to provide staffing to a contract provider to assist the homeless population.
- Stephen Clavere asked if the department receives sales tax revenue. Don Ashton advised that the sales tax revenue is included with Realignment revenues. There is a Maintenance of Effort (MOE) requirement and the county general fund contribution is \$16,510.
- Jim Abram asked about the use of extra help staff at the Psychiatric Health Facility (PHF). Don Ashton advised that extra help staff is difficult to recruit due to the new rules related to retired annuitants as a result of the California Public Employees' Pension Reform Act (PEPRA).

IX. Report by Director of Health and Human Services Agency on the State of California's "May Revise" Budget submitted by the Governor

- Don Ashton provided a summary of the Governor's May Revise. There are three major areas, 1) Affordable Care Act Medi-Cal, 2) Two million dollars statewide for implementation of Katie A., and 3) Reimbursement of SB90 claims to counties.

X. Request for Proposal to privatize the operation of the Psychiatric Health Facility

- Questions about the process
- Timeline
- Mental Health Commission involvement in review of chosen service provider; county vs. private, comparison of services/costs
- Don Ashton reported that the Request for Proposals are due in July and it will be difficult to estimate the timeline until it is known how many proposals are received. The proposals will be compared to each other, not against PHF operations. Once ranked, Don will work on contract development and bring the proposed contract to the Mental Health Commission before the items gets presented to the Board of Supervisors.

- XI. Recommendation by the Director of Health and Human Services Agency for the Mental Health Commission to appoint one person to be on the review panel to review proposals in response to the Request for Proposal to privatize the Psychiatric Health Facility operations.
- Don Ashton advised that the person appointed cannot come back and report to the Mental Health Commission because the information is confidential. Don would like to see the panel to consist of the Mental Health Medical Director, someone with clinical experience, someone from HHSA Admin and a representative of the Mental Health Commission. Stephen Clavere stated that he would be interested in participating on the panel.
  - **MOTION:** A motion was made by Linn Williamson, seconded by Guadalupe Medrano, to appoint Stephen Clavere to participate on the panel to review proposals for the PHF privatization.
  - **Yes:** 9 – Abram, Burke, Clavere, Ehrler, McLane, Medrano, Melnicoe, Therkildsen, Williamson
- XII. Assisted Outpatient Treatment: The Mental Health Commission's next steps to move forward with the implementation of AOT in El Dorado County of El Dorado
- Update
  - Mental Health Commission direction and plan
  - Funding of program
  - When to make presentation to Board of Supervisors for approval
  - Jim Abram reported that the last AOT committee meeting was held in March. The biggest obstacle with implementation of AOT continues to be funding.
  - Don Ashton stated that AOT will be competing with other MHSA programs as part of the MHSA Plan Update and that existing services cannot be cut in order to fund AOT.
  - **MOTION:** A motion was made by Jim Abram, seconded by Jan Melnicoe, that the Mental Health Commission still supports AOT and would like help from the Health and Human Services Agency to bring a proposal to the Board of Supervisors.
  - **Yes:** 9 – Abram, Burke, Clavere, Ehrler, McLane, Medrano, Melnicoe, Therkildsen, Williamson
- XIII. Mental Health Commission Committee Reports/Updates
- Evaluation Committee: Jim Abram requested that the committee report what programs will be evaluated at the June 2014 Mental Health Commission meeting.
  - Bylaws Update/Review Committee: This committee has had several meetings and Jim Abram requested that the committee present its recommendations at the June 2014 Mental Health Commission meeting.
- XIV. South Lake Tahoe questions/concerns
- Update on South Lake Tahoe building move: Sabrina Owen reported that progress on the move is being made and that the portable building in the interim is working fine.
- XV. Commissioner's Comments
- None
- XVI. Determine next Mental Health Commission Meeting Date
- The next regular meeting of the Mental Health Commission is scheduled for 5:00 PM on June 25, 2014.
- XVII. Adjournment

**EL DORADO COUNTY MENTAL HEALTH COMMISSION**

**BYLAWS**

**ARTICLE I**

**Name**

The name of this Commission shall be the El Dorado County Mental Health Commission (MHC).

**ARTICLE II**

**Authority**

The authority of this Commission is established in the provisions of Sections 5604, etc., of the California Welfare and Institutions Code, and in El Dorado County Resolution 131-93 (superseded by El Dorado County Resolution 054-2000.)

**ARTICLE III**

**Objectives**

The El Dorado County Mental Health Commission shall:

- a. Review and evaluate the community's mental health needs, services, facilities, and special problems.
- b. Review any county agreements entered into pursuant to California Welfare & Institutions Code §5650 (Performance Contract).
- c. Advise the Board of Supervisors and the El Dorado County Mental Health Director as to any aspect of the local mental health program.
- d. Review and approve the procedures used to ensure citizen and professional involvement at all stages of the planning process as specified in California Welfare & Institutions Code §5651.
- e. Submit an Annual Report to the Board of Supervisors on the needs and performance of the county's mental health system.
- f. Review ~~and make recommendations on applicant~~each applicant for the ~~appointment~~position of ~~a~~Director of Mental Health Services, and make recommendations to the Board of Supervisors. The Commission shall be included in the selection process prior to the vote of the Board of Supervisors.

- g. Review and comment on the county's performance outcome data and communicate its findings to the ~~State~~California Mental Health Planning Council.

## **ARTICLE IV**

### **Membership**

#### **A. Composition of Commission**

The Mental Health Commission for El Dorado County shall consist of sixteen ~~(16)~~ regular members appointed by the Board of Supervisors in accordance with California Welfare and Institutions Code §5604. The sixteenth member shall be a member of the County Board of Supervisors and selected by that body. Additionally, Associate Members may be appointed by either of the Council Chairs to serve on Mental Health Commission committees.

#### **B. Term**

The term of each regular member of the Commission shall be for three ~~(3)~~ years, with appointments equitably staggered so that approximately one third of the appointments expire in each year. The sixteenth member shall be a member of the County Board of Supervisors and selected by that body. The term of each Associate Member will expire at the end of the calendar year upon dissolution of the MHC committees.

#### **C. Conflict of Interest**

The El Dorado County MHC shall abide by the provisions of the California Welfare & Institutions Code in defining who shall not be eligible for regular membership by virtue of a conflict of interest. No regular member of the MHC or his or her spouse shall be a full time or part time County employee of the El Dorado County Department of Mental Health, an employee of the State Department of Mental Health, or an employee of or a member of the Governing Body of a ~~Short-~~Doylemental health contract ~~facility~~agency. Regular members of the Commission shall abstain from voting on any issue in which the member has a financial interest, as defined in §87103 of the Government Code.

#### **D. Commission Composition**

The composition of the El Dorado County MHC shall, to the extent possible, reflect the demographic ethnic diversity of the client population in the County. Fifty percent of the Board membership shall be consumers or the parents, spouse, sibling, or adult children of consumers, who are receiving or have received mental health services. At least 20 percent of the total membership shall be families of consumers and at least ~~20%~~percent of the total shall be consumers.

**E. Vacancies and reappointments**

A vacancy of an appointed regular member shall be filled for the remainder of the unexpired term. A vacancy in regular membership shall be deemed to exist for any applicable cause specified in §1770 of the Government Code or for any other provision of law, including but not limited to, any of the following:

1. A regular member ceases to reside in El Dorado County.
2. A regular member ceases to retain the status that qualified him/her for appointment on the Commission.
3. A regular member has failed to attend a meeting of the Commission for three ~~(3)~~ consecutive months (except when prevented by sickness or temporary absence from the state) unless ~~non-attendance~~ nonattendance is excused by the Chairperson.

**F. Compensation**

All members shall serve without compensation, but may be reimbursed for actual and necessary expenses, as specified in the California Welfare and Institutions Code §5604.3, incurred in connection with their duties in accordance with the Board of Supervisors Resolutions and Ordinances.

**G. Organizational Structure**

Given El Dorado County's geography, the MHC shall ~~be comprised of~~ comprise a Western Slope Council of ~~nineteen~~ regular members, a South Lake Tahoe Council of ~~six~~ five regular members, and a member of the Board of Supervisors. The Board of Supervisors member or designee may attend either or both Council's meetings. ~~It is intended that this structure will provide for countywide representation and facilitate membership involvement and meeting attendance.~~

**ARTICLE V**

**Officers**

Officers of the Commission shall be the Chair, Vice-Chair and Secretary of each Council, and all shall serve as members of the Countywide Mental Health Commission Executive Committee. The Countywide MHC Executive Committee shall be chaired by one of the Council Chairs, ~~this position being rotated annually between the Councils.~~ The MHC Executive Committee shall meet at least once a year, and additionally as described under Article VIII.

Council Commission officers shall serve for a one ~~(1)~~ year term ~~and, subject to ratification by a majority of regular Council members, shall progress annually through each Council seat from Secretary to Vice Chair to Chairperson.~~ Elections shall be held annually at the first meeting of the calendar year at which time the slate presented by the Nominating Committee and any nominations from the floor will be considered.

The duties of the officers shall be as follows:

**Mental Health Commission Countywide Chairperson:**

- a. Chair all countywide meetings.
- b. Call special Countywide meetings as necessary.
- c. Serve as a representative of the El Dorado County Mental Health Commission to regional or state mental health organizations that may be established.
- d. Be responsible for the agenda of all countywide meetings in consultation with the Executive Committees of each Council.
- e. Consult with the Director of Mental Health Services.
- f. Submit Mental Health Commission Annual Report to Board of Supervisors during the first quarter of the calendar year following his/her term of office.

**Council Chairperson:**

- a. Chair all Council meetings.
- b. Appoint all Council committees.
- c. Call special Council meetings when necessary.
- d. Be responsible for the agenda of all Council meetings in consultation with the Council Executive Committee.
- e. Consult with the Director of Mental Health Services.
- f. Submit that Council's Annual Report at the February meeting.

**Council Vice-Chairperson:**

- a. In the absence of the Chairperson the Vice-Chairperson shall fulfill all of the Chairperson's responsibilities. Additionally, he/she shall assume such tasks and responsibilities as the Chairperson may designate.

**Council Secretary:**

- a. The Council Secretary shall have the responsibility for all correspondence authorized by the Council. Additionally, he/she shall assume such tasks and responsibilities as the Chairperson may designate.

**ARTICLE VI**

**Meetings**

Countywide Mental Health Commission meetings and Council Commission meetings shall be subject to the provisions of Chapter 9, (commencing with §54950 of Part I of Division 2 of Title 5 of the Government Code), relating to meetings of local agencies, known as the Brown Act, in addition to applicable El Dorado County Ordinances and Board of Supervisors Resolutions.

Regular meetings of the two Councils shall be held no ~~less fewer~~ than ~~eight (8)~~two times each per year at a location to be designated by the Council Chair. Additionally, the two Councils shall combine to hold Countywide Mental Health Commission meetings ~~at least twice (2)~~no fewer than nine times per calendar year at a time and place to be designated by the Mental Health Commission Chairperson.

Notice of all Council and Countywide MHC meeting dates shall be ~~mailed~~communicated to members ~~at least~~no fewer than five ~~(5)~~ days prior to the date of the meeting and notice of all meetings shall be posted according to law and may be changed upon a 24-hour public notice.

All Council and Countywide Mental Health Commission meetings shall be governed by the provisions of ~~Roberts~~Robert's Rules of Order (newly revised), modified to allow open participation and input by the public.

Special meetings may be called by the Chairperson for a stated specific subject and only the specified matter may be considered at such a special meeting.

## **ARTICLE VII**

### **Quorum**

A simple majority of all regular members of the Countywide MHC shall constitute a quorum of the Commission and a vote of the simple majority of that quorum shall constitute a vote of said Commission. Voting may be conducted separately in the individual Councils and all Council meetings shall be open to regular members of the other Council but a member may only vote once on any given issue. Votes on adoption of amendments to the Bylaws shall require a majority of all regular members. Election of Council officers shall be by simple majority of the individual Council regular membership.

For administrative and other issues that are of concern to an individual Council, a simple majority of the members of that Council shall constitute a quorum and a vote of the simple majority of that quorum shall constitute a vote of said Council. Neither Council is empowered to act on behalf of the Countywide MHC without the participation of the other Council.

Associate members, assigned to Council and countywide committees, may vote and participate in all other committee activities. While voting privileges in Council and Countywide Mental Health Commission meetings are limited to regular members, Associate Members may otherwise fully participate in the activities of these meetings, including all discussions.

The Mental Health Commission's Executive Committee (The Executive Committees from both Councils) is empowered to act on behalf of the entire Commission in an emergency situation when either Council or countywide membership meetings are not possible. Decisions so made by the Executive Committee are subject to confirmation by the general membership at the next regular Council meetings.

## **ARTICLE VIII**

### **Special Meetings**

Special meetings of the MHC may be called any time by Executive Committee Chair, Council Chair or by a majority of the regular members of the Commission. Any special meeting notice must be

received by regular members at least 24 hours in advance and shall specify time, place and business to be transacted. No other business shall be considered.

## ARTICLE IX

### Committees

Except for the countywide Executive Committee, all committees are advisory to the Mental Health Commission and no committee shall have the power to bind the Mental Health Commission.

~~Each Council Chair may appoint the following standing committees:~~

~~**Council Commission Executive Committee:**~~

~~The members of the Commission Executive Committee are elected by the MHC membership.~~

~~Officers shall be the Chair, Vice-Chair, and Secretary and together they shall serve as members of the Council Commission Executive Committee. In an emergency situation when a full Council Commission meeting is not possible, the Council Commission Executive Committee shall be empowered to act on behalf of the entire Council Commission on local issues not requiring full MHC consideration. Decisions so made by the Council Commission Executive Committee are subject to confirmation by the general membership of the Council Commission at the next regular Council Commission meeting.~~

~~The Commission Chair may appoint the following standing committees:~~

~~**Membership Committee:**~~

~~The Membership Committee is responsible for:~~

- ~~a. Ensuring that Council and Countywide Mental Health Commission regular membership meet/meets State mandates and local expectations.~~
- ~~b. Coordination with the Board of Supervisors on regular membership matters.~~
- ~~c. Orientation of new regular members.~~
- ~~d. Training of new regular members.~~

~~**Evaluation Committee:**~~

~~The Evaluation Committee shall review and evaluate the County's mental health services and facilities and may also be assigned to evaluate and report on special problems. Mental Health Commission members shall not be current consumers or family members of current consumers in programs they are evaluating. Evaluators shall rotate assignments from year to year. There will always be two people evaluating a program.~~

~~**Planning and Budget Committee:**~~

~~The Committee will focus on the current and next year's plan and budget. The Planning and Budget Committee shall:~~

- ~~a. Participate in the development of the planning process.~~
- ~~b. Review all state and county proposals resulting in plan amendments and make recommendations to the MHC.~~

- c. Review the budget, contracts, and other documents which need to be reviewed by the Mental Health Commission ~~and/or the Board of Supervisors.~~
- d. Ensure consistency with the long-range goals and objectives of the MHC in planning and programs.

**Nominating ~~Committee~~Committees for each Council:**

The Nominating ~~Committee~~Committees shall be appointed during the month of October for the purpose of developing a slate of officer nominees, which shall be presented to the regular members of the ~~Council~~Commission at the November meeting.

**Children's Committee:**

The Children's Committee is responsible for:

- a. Representing the special needs of children.
- b. Evaluating (where appropriate, in conjunction with the Evaluation ~~Committee~~,  
Committees), and making recommendations on Children's Mental Health Services.
- c. Such reports and inquiries as may be assigned by the Chairperson concerning Children's Services.

**Committee on Aging:**

This Committee is responsible for:

- a. Representing the special needs of the elderly.
- b. Evaluating (where appropriate, in conjunction with the Evaluation Committees) and making recommendations on the Elderly Mental Health Services.
- c. Such reports and inquiries as may be assigned by the Chairperson.

**Legislative Committee:**

The duties of this Committee shall consist of:

- a. Reviewing all pertinent legislative bills on mental health issues and reporting to the ~~Council~~Commission.
- b. Making recommendations to the ~~Council~~Commission about actions on pending legislation.
- c. Making recommendations to the ~~Council~~Commission regarding the future legislative stance of the County.

**~~Patients~~Patients' Rights Committee:**

The duties of this Committee shall consist of:

- a. Evaluating (in conjunction with the Evaluation Committee) and making recommendations on the ~~Patients~~Patients' Rights policies and procedures of the Department.
- b. Such reports and inquiries as may be assigned by the Chairperson.

**Ad Hoc Committees:**

The Chairperson of each Council and the countywide Chairperson may appoint for a specific purpose an ad hoc committee. Such committees shall be given a specific charge in writing, e.g., in the minutes of an MHC meeting, by the Chairperson. Ad Hoc committees are dissolved upon submission of their report and recommendations to the ~~Council~~Commission.

**Evaluation Committees:**

The Chairperson of each Council may appoint an Evaluation Committee, which shall review and evaluate the County's mental health services and facilities in their respective geographical areas, and may also be assigned to evaluate and report on special problems. Mental Health Commission members shall not be current consumers or family members of current consumers in programs they are evaluating. There will always be two people evaluating a program.

**Committee Membership:**

A regular member of the Mental Health Commission ~~will~~shall chair all committees—(, both regular and ad hoc). Persons other than regular members of the MHC may serve on all committees ~~upon appointment of the Council's Chairperson on the recommendation of the,~~ provided that at least one committee member is a regular member.

**ARTICLE X**

**Staffing**

The Mental Health Commission and two Councils shall be staffed by the El Dorado County Director of Mental Health or designee.

**ARTICLE XI**

**Amendments**

These Bylaws may be amended at regular or special meetings provided that such proposed amendments have been presented in writing to the Executive Committee chair and each member of the MHC and read by the ~~Council~~Commission Chair at an earlier regular or special meeting. Said proposed amendments are to be approved by a majority of all regular MHC members.

**El Dorado County Health and Human Services Agency**  
**Mental Health Division Update**  
**Mental Health Commission**  
**June 25, 2014 Meeting**

**Assistant Director Update** (Patricia Charles-Heathers)

- The Mental Health Division would like to thank the El Dorado County Fair Association Board of Directors and NAMI for their generous contribution of tickets to clients to attend the County Fair. Transportation was arranged for clients to attend as a group on Sunday, and some clients opted to attend on their own with friends or family.
- The Mental Health Division would like to thank NAMI for the client picnic they hosted on June 11.

**Outpatient Services**

(Dennis Plunkett & Jamie Samboceti)

The plans for the shade structure for the outside patio have been approved and construction should begin within the next few weeks!! This long awaited addition will cover approximately half of the patio leaving plenty of sunshine for the planter boxes.

The Wellness Center will be hosting a "4th of July" Celebration on July 2nd with BBQ Hot Dogs and other treats!! The activities will conclude with a special performance by the "Victory Mine Players"

Continuum of Care:

LPS Conservatorship

- 59 clients currently on LPS Conservatorship
- 2 Temporary LPS Conservatorships were initiated

ICM

- Currently serving 40 clients with Intensive Case Management Services.

Placement:

Transitional Houses/Cottage/Apartment

- 23 transition beds available
  - 20 active residents;
  - 3 openings
  - New 'Lower Mallard' 6-bed T-house should open within the next few weeks (1 client already placed - will add 5 additional when house clean-up is complete)
  - Plan to gain 6 additional beds (1 new Transition Houses) in the next 30 days
  - Master lease project was approved by BOS on June 17
- Trailside Terrace
  - Full 5 units
  - ICM team coverage

Board and Care/IMDs/Secure Placements:

- 60 total out-of-county placements (No Change)
- 3 current 'step-down' pending

Staffing:

- New Hires:
  - Glen Bushers started as a clinician in the QA/UR unit. He will be working on access to services for Adults and will be going to the PHF weekday mornings (more about this under the PHF updates)
  - ICM Program Coordinator: 20+ year LCSW, Holly Janoska, accepted offer and is scheduled to begin 7/14/14
- Interviews:
  - Extra Help Office Staff positions are scheduled to begin their phone interviews next week.
  - We have received the Clinician list for the West Slope and South Lake Tahoe and will begin scheduling interviews.
  - Extra Help Clinicians have been interviewed and 2 selected, both have completed Live Scan and are scheduled for Med Review.
  - ICM 0.6 Mental Health Aid is currently in the hiring process
- Recruitments:
  - N/A
- Resignations:
  - N/A

**WS Adult Outpatient Services** (Dennis Plunkett)

- Current Group Schedule:

Monday

- BHC - Anger Management: 1:00 pm - 2:00 pm
- Wellness - Anger Management: 2:00 pm - 3:00 pm
- Basic Conversation Skills: 3:00 pm - 4:00 pm

Tuesday

- DBT Group 1 - Skill Building: 10:00 am - 12:00 pm
- DBT Group - Relieving Depression & Anxiety: 10:00 am - 11:30 pm
- Healthy Pleasures: 1:30 pm - 2:30 pm
- **\*\*New\*\*** Intensive O/P Alcohol/Drug Tx: 1:30 pm - 2:30 pm

Wednesday

- DBT Group - Coping w/Bipolar: 10:00 am - 11:30 pm
- SAMHSA - Medication Education: 11:00 am - 12:00 pm
- Transitional Housing Independent Living Skills: 12:00 pm - 1:30 pm
- Mental Health Coping Strategies: 1:30 pm - 3:00 pm
- Codependent Addiction Recovery: 3:00 pm - 4:00 pm

Thursday

- DBT Group - Stress Reduction: 10:30 am - 12:00 pm
- Healthy Pleasures - 1:30 pm - 2:30 pm
- **\*\*New\*\*** Intensive O/P Alcohol/Drug Tx: 1:30 pm - 2:30 pm
- Symptoms without Stigma - 3:00 pm - 4:00 pm
- **\*\*New\*\*** Nutrition/Meal Planning group (takes place in the T-house on rotating schedule)

Friday

- DBT Group 2 - Skill Building: 10:00 am - 12:00 pm
- Mindfulness Group - 2:00 pm - 3:00 pm

**SLT Adult Outpatient Services (Jamie Samboceti)**

Current Group Schedule:

Monday

- DBT: 1:30 pm - 3:00 pm
- Seeking Safety (Dual Dx Group): 11:00 am - 1:00 pm

Tuesday

- Anger Management: 1:30 pm - 3:00 pm
- Stress/Anxiety Reduction: 11:00 am - 12:00 pm

Wednesday

- TBA

Thursday

- Seeking Safety (Dual Dx Group): 11:00 am - 1:00 pm
- Women's Group: 1:00 pm - 2:30 pm

Friday

- Men's Group: Dave has returned
- (Dave is also looking at starting DBT: Anxiety and Depression Groups. We are ordering Manuals for these groups)

**Children Outpatient Services (Jamie Samboceti)**

- There are approximately 307 active child cases with our Contract Providers and 55 new referrals since the April billing cycle.
- Clinical Meetings with Contract Providers started this month and will continue monthly to review processes, referrals, discharges, treatment issues, and any questions that might come up. Invited providers are New Morning, Remi Vista, Summitview, Tahoe Youth and Family, and Sierra Child and Family Services.

**Psychiatric Emergency Services (Jamie Samboceti)**

- Crisis services continue to be very busy on both the West Slope and South Lake Tahoe.
- We are seeing individuals positive for meth come to crisis in increasing numbers.
- Anthony, our weekend crisis worker is positive about his job, interactions with ER staff, and PHF staff as he assists them doing what needs to be done while they recruit for the vacant Clinician position.

**Crisis Intervention Team (CIT) (Jamie Samboceti)**

- CIT will be problem solving the drug cases, looking for the most positive response.
- I continue to provide feedback to our CIT lead regarding dispositions of individuals who are referred to crisis via 5150 by the Sheriff's Office.
- Individual cases are discussed looking for appropriate resources and treatment options for referral.
- An estimated 40% to 50% of cases brought in for assessment are drug/alcohol related, and are not current clients of Mental Health.

**Psychiatric Health Facility (Doris Jones / Jamie Samboceti)**

- A restructuring at the PHF has been implemented in order to strengthen the clinical, program and staffing components. Administrative functions have been reassigned, so the focus will be primarily on client care and staff training and development.
- There were 53 Admissions in May, 2014; 44 admissions were El Dorado County residents and 9 were out of county clients.
- There were 44 El Dorado County residents discharged in May, 2014; 24 to home with support; 7 to home without support; 3 to Adult Residential Facilities; 0 to Board and Care; 5 to local T-Houses; 1 to Jail; and 4 to Shelters.
- Upon Discharge, 40 El Dorado County residents were insured; 1 was in self-pay status.
- During the month of May there were 6 seclusion episodes all together totaling 16.25 hours.
- Staffing: Received the applicant list for Clinicians and will begin scheduling interviews.
- Dr. Price has increased support for rounds and on-call shifts with the addition of Dr. Kahlon and Dr. Pick. (Dr. Pick is also working 3.5 days at Outpatient.)
- Outpatient staff has been assisting the PHF daily due to the Clinician vacancy.
- Outpatient QA/UR clinician Glen Bushers is completing his PHF training with Laura Eakin. He will improve the linkage for clients from PHF to Outpatient by being at the PHF each weekday morning to attend rounds with the Doctor and complete outpatient assessments as indicated.
- New PHF staff are attending ProACT training the week of June 23 and a refresher course is being offered the following week for those who completed the training last year.

**MHSA (Ren Scammon)**

- MHSA Plan Status: The Draft FY 2014-15 MHSA Plan was posted on June 9 and the 30-day comment period ends July 9 at 5:00 pm. We are awaiting notification of when the Mental Health Commission will be able to hold the Public Hearing. As of 6/18/14, nine organizations or individuals have provided comment, but I anticipate receiving additional comments before the close of the comment period.
- Status of Contracts/RFPs: The PEI contracts for Mentoring services (West Slope), Family Resource Center (Tahoe Basin), Wennem Wadati program (West Slope) and the SAMHSA Model Programs (Countywide) will all be executed by June 30. The RFP for Mentoring services in the Tahoe Basin is in the final review process and other PEI RFPs are being drafted. The draft language for the new WET sole source contracts are under review by the contractor.
- PEI Services - Children 0-5 and Their Families served clients from Cameron Park, El Dorado Hills and Placerville. The Family Resource Center in South Lake Tahoe served 239 individuals in the third quarter. The PIP program has been very active this semester, with South Lake Tahoe serving 55 students, El Dorado Hills serving 40 students and Black Oak Mine Unified School District serving 46 students.

**Behavioral Health Court (Shirley White)**

- Placerville Behavioral Health Court has 10 active participants.
- South Lake Tahoe Behavioral Health Court has 8 active participants.

**AB 109 (Shirley White)**

- Services for AB109 eligible clients are being provided in South Lake Tahoe and in Placerville. Moral Reconciliation Therapy, substance abuse treatment, mental health services, public health nursing, eligibility services, and adult education is being offered to

AB109 clients in both jails and in Placerville and South Lake Tahoe. Transitional planning services are being given to clients who are exiting jail so that they can receive services when they enter our communities.

**Patients' Rights Advocate (Doris Jones)**

- Mental Health Grievances: 25 grievances have been received and assigned for investigation this fiscal year 2013-14, beginning July 1, 2013 to date; 20 have been completed; 5 are in process.
- Ongoing Client Advocacy with the Psychiatric Health Facility, Mental Health, and Public Guardian regarding Mental Health Client needs, requests, issues and rights.
- PHF: On-site presence at the facility to provide advocacy, support, information, and education to Mental Health Clients and Staff; attend treatment team meetings, staffings and represent clients at Certification Review Hearings.
- Ongoing work to implement policies and procedures that coincide with applicable codes, regulations, laws and mental health patients' rights.
- Ongoing: Resources, information, education, consultation and training materials provided for Health and Human Services staff: Mental Health, Public Guardian, APS, CPS, IHSS, etc.
- Mental Health Sites Safety Coordination: Regular meetings and contact with all Mental Health Facility sites regarding safety issues and to ensure quarterly fire drills are scheduled, held and documented.