

MINUTES

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY

BOARD OF DIRECTORS MEETING – REGULAR MEETING

CiMH – Sugar Pine Room

March 12, 2010

MEMBERS PRESENT

Allan Rawland, MSW, CalMHSA President, San Bernardino County

Mike Oprendek, LCSW, CalMHSA Vice President, Solano County

Dr. Wayne Clark, PhD, CalMHSA Secretary, Monterey County

Dr. Karen Baylor, PhD, MFT, CalMHSA Southern Area Rep., San Luis Obispo County

Maureen Bauman, LCSW, Board Member, Placer County

Denise Hunt, MFT, CalMHSA Central Area Rep., Stanislaus County

Brad Luz, MFT, Sutter/Yuba County (alternate)

Ann Marie Rucker, MBA, Sacramento County (alternate)

MEMBERS ABSENT

Curtis Boewer, MPA, MFT, CalMHSA Treasurer, Colusa County

Robert Martinez, CalMHSA Board Member, Butte County

STAFF PRESENT

John Chaquica, CPA, MBA, ARM, George Hills Company, Inc.

Doug Alliston, Murphy, Campbell, Guthrie & Alliston

Kim Santin, CPA, George Hills Company, Inc.

Margo Walls, George Hills Company, Inc.

MEMBERS OF THE PUBLIC

Stephanie Welch, California Mental Health Directors Association (CMHDA)

Delphine Brody, CA Network of Mental Health Clients

Kathleen Derby, National Alliance on Mental Illness (NAMI)

Karen Stockton, Modoc County

Gwen Wilson, GOALS for Women

1. CALL TO ORDER

Board President, Mr. Allan Rawland, called the meeting to order at 9:17am.

2. INTRODUCTIONS

Those present introduced themselves.

John Chaquica announced Margo Walls as a new member of George Hills Company. He also stated that Curtis Boewer is out ill and may be away for an undetermined amount of time.

3. PUBLIC COMMENT

Ms. Kathleen Derby presented and distributed a letter from the National Alliance on Mental Illness (NAMI) regarding stakeholder involvement. The letter outlined key concerns with regard to client and family member stakeholder participation in Statewide PEI Projects. The intent of this directive was to ensure that stakeholders would be included as partners. The letter further indicated that stakeholders should be involved in the process of identifying and prioritizing "recommended actions" from Statewide Strategic Plans, at the beginning of the planning stage, not after the plan has already been developed.

Ms. Delphine Brody briefly stated that her concerns mirror the NAMI letter and that stakeholder involvement should occur at the beginning of the planning stage.

Ms. Gwen Wilson, representing GOALS for Women, reiterated the same concerns regarding stakeholder involvement.

4. APPROVAL OF THE AGENDA AS POSTED

The Board considered approval of the agenda as posted or amended.

John Chaquica of George Hills Company recommended to the Board that Agenda Item 7A, 8A, 9A and 9D could be moved to the first and subsequent items.

A future meeting will include a study session on Roberts Rules of Order and the Brown Act.

Dr. Clark motioned to approve the agenda with modifications. Seconded by Mr. Orpendek. Motion carried unanimously.

5. CONSENT CALENDER

5.A. Approval of New Applicants for Membership in CalMHSA

Ann Marie Rucker submitted a new application for Sacramento County.

5.B. Minutes from the February 10, 2010 Board of Directors Meeting

5.C. Governing Document: Review and Discuss Draft CalMHSA Bylaws

5.D. Vendor Check Register Report – December 2009 to March 3, 2010

5.E. National Alliance on Mental Illness (NAMI) Letter

Ms. Kathleen Derby presented the letter from NAMI.

Recommendation: Formally approve the Consent Calendar with modification.

Ms. Maureen Bauman motioned to approve the consent calendar with the addition of the NAMI letter (as an official document). The motion was seconded by Dr. Wayne Clark and the motion was carried unanimously.

7. FINANCIAL MATTERS

A. Budget Projection 2010/2011 and Formation Costs

Mr. Chaquica, Ms. Santin and Mr. Rawland reviewed financial, cash flow and budgetary information for the JPA.

Ms. Santin began with revenue and budget formation costs over the next three years which include administrative operational budget information.

Mr. Rawland indicated that he would like to have Ms. Santin meet with his CFO (County of San Bernardino) to discuss financial matters and planning expenses in more detail.

Additional information was presented by Mr. Chaquica concerning funding for the 2009/2010 calendar year. He explained that outside funding has been limited to technical assistance and then proceeded to provide more detailed information regarding cash flow over the next nine months. He added that staff will prepare a 14-month budget.

The group discussed the CalMHSA staffing budget, how costs are broken out and how staffing costs affect the budget.

Mr. Rawland turned the discussion to job descriptions and the recruitment process. Mr. Chaquica shared the new job description for the JPA Program Director. Several comments were made by the Board regarding the job description in its' current form and some minor changes were suggested. Mr. Chaquica will make the suggested changes and will post and recruit for the position.

The Board agreed that there should be a sub-committee that would be responsible to assist George Hills Company to review resumes and to assist with interviews. The advisory sub-committee is comprised of the following Board members: Mr. Allan Rawland, Mr. Mike Oprendeck, and Ms. Maureen Bauman.

Staff was directed to bring an updated 2010/2011 budget implementation cost analysis during the next meeting.

8. NEW MEMBER OUTREACH / DEVELOPMENT

A. Discussion regarding CalMHSA Membership Development

Mr. Chaquica discussed our involvement at the Policy Forum Conference on February 10-11, 2010 where many positive comments were made. The JPA membership should grow rapidly in the next 3-6 months.

John Chaquica formally acknowledged the application for the County of Sacramento as the newest member of the JPA.

Dr. Karen Baylor motioned to approve the JPA membership application for Sacramento County. Dr. Wayne Clark seconded the motion. The motion carried unanimously.

The members of the Board suggested that it would be nice to come up with a lapel pin with the CalMHSA logo on it. It would be distributed to new members of the JPA. Dr. Karen Baylor and other members of the Board encouraged Mr. Allan Rawland to come up with a symbol and/or design for the pin.

9. ADMINISTRATIVE MATTERS

A. CalMHSA Agreement with the Department of Mental Health (DMH)

Mr. John Chaquica and Mr. Doug Alliston provided an update to the Board regarding the current status of the contract with DMH and DMH information notice 08-25. It was discussed that the contract could be signed and completed as early as next week. This was affirmed by Mr. Rawland's conversation with Director Mayberg.

As a result of the change to information notice 08-25, the OAC required approval from Commissioners Gould and Patting, in order for this document to move forward.

Dr. Wayne Clark motioned to approve administrative matters. Mr. Mike Oprendeck seconded the motion. The motion carried unanimously.

Discussion further ensued that all counties were informed of approvals. Subsequent press releases included the approval information as well.

9.D. TECHNICAL ASSISTANCE CAPACITY BUILDING

Mr. Carter from CIMH mentioned the preparation of survey documentation for each member. A contact of each member would be the result.

6. STRATEGIC PLANNING

A. CalMHSA Strategic Planning

Discussion was opened up by Mr. John Chaquica. He reminded the group of the current and revised goals to the meeting agenda and began with a walk through of today's planning session.

Mr. Chaquica began with a visioning exercise. The purpose of this exercise was to better understand the vision and to prepare a vision statement to present to the Board at the next meeting. Members were to project where CalMHSA would be in a three year time frame. Each member provided input on their vision and discussion ensued. The results of that discussion will be brought back in the form of a vision statement.

The group determined the CalMHSA Mission Statement which was adopted and approved in September 2009 by the Board to be continued as the CalMHSA mission statement.

CalMHSA's Vision

Discussion followed with regard to CalMHSA's goals. The Board elected to review the goals in the following four areas, from the September meeting:

- JPA Administration
- Funding
- Project Development and Implementation
- Accountability

Mr. Chaquica proceeded to draft program accomplishments which included the execution of the JPA agreement, the increase in membership base, Board cohesiveness, the execution of programs, the approval of the contract with the Department of Mental Health and the increase of public trust. The Board acknowledged their list from the September 9, 2009 and has accomplished five of the six general areas.

The Board then focused on specific goals. Mr. Chaquica led the discussion and created detailed charts which indicated specific goals in an outline format. Mr. Chaquica explained the importance of each goal at it relates to the JPA. A strategic planning document with goals and objectives will be developed and will be included in the next meeting.

Preceding the CalMHSA goal exercise, the group revisited CalMHSA accomplishments for the September 2009 meeting. Each of the goals were met, with the exception of #5, which is entitled Research/Analyze Effectiveness of those Projects (listed on page 17 of 38).

Mr. Chaquica and the Board will develop a vision statement in a subsequent meeting.

Dr. Wayne Clark motioned to approve the CalMHSA Strategic Planning session. Maureen Bauman seconded the motion. The motion carried unanimously.

ACTIONS

Approve the hiring of CiMH for preplanning forms (goal #3).

Engage CiMH in a contract to develop a process and procedures to define parties involved relative to stakeholder input.

9. B. County participation for non-JPA members

These items were specifically discussed in the Strategy Planning Session.

9. C. Stakeholder Process

These items were specifically discussed in the Strategy Planning Session.

Staff Comments

John Chaquica will be traveling for business and will not be able to attend the next Board meeting.

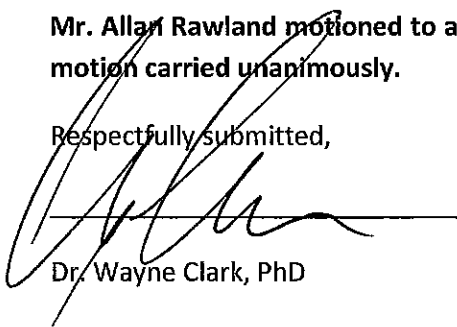
Mr. Chaquica was directed to draft a letter, for Mr. Rawland's signature, if we do not have new guidelines by the end of March.

10. ADJOURNEMENT

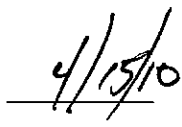
Meeting was adjourned at 3:35pm by President, Allan Rawland.

Mr. Allan Rawland motioned to adjourn the meeting. Mr. Mike Opredek seconded the motion. The motion carried unanimously.

Respectfully submitted,



Dr. Wayne Clark, PhD
Secretary, CalMHSA



Date