

**MINUTES**  
**CALIFORNIA MENTAL HEALTH SERVICE AUTHORITY**  
**BOARD OF DIRECTORS MEETING-REGULAR MEETING**  
Doubletree Hotel Sacramento, CA  
January 14, 2010

**MEMBERS PRESENT**

Allan Rawland, MSW, CalMHSa President, San Bernardino County  
Mike Oprendeck, LCSW, CalMHSa Vice President, Solano County  
Dr. Wayne Clark, PhD, CalMHSa Secretary, Monterey County  
Curtis Boewer, MPA, MFT, CalMHSa Treasurer, Colusa County  
Dr. Karen Baylor, PhD, MFT, CalMHSa Southern Area Rep., San Luis Obispo  
Edward Walker, LCSW, CalMHSa Board Member, Butte County  
Brad Luz, CalMHSa Alternate Board Member, Sutter/Yuba County

**MEMBERS ABSENT**

Denise Hunt, MFT, CalMHSa Central area Rep., Stanislaus County

**STAFF PRESENT**

John Chaquica, CPA, MBA, ARM, George Hills Company, Inc  
Kim Santin, CPA, George Hills Company, Inc  
Meliah Bird, George Hills Company, Inc.  
Doug Alliston, Murphy, Campbell, Guthrie & Alliston

**MEMBERS OF THE PUBLIC**

Alice Washington, California Institute for Mental Health (CiMH)  
Stephanie Welch, California Mental Health Directors Association (CMHDA)  
Patricia Ryan, CMHDA  
Dr. Sandra Naylor-Goodwin, CiMH  
Asha George, Humboldt County  
Karolyn Rim Stein, Humboldt County  
Barbara LaHaie, Humboldt County  
Jerry Wengerd, Riverside County  
Doretha Flourney, CiMH  
Ann Collentine, Oversight and Accountability Commission (OAC)  
Bev Whitcomb, OAC  
Marta McKenzie, Shasta County  
Rita Downs, Calaveras County  
Neda West, El Dorado County  
Mary Ann Bennett, Sacramento County  
Michael Laffin, Colusa County  
Kristy Kelly, Lake County  
Maureen Bauman, Placer County  
Dr. Mark Montgomery, Shasta County  
Karen Stockton, Modoc County

The project would begin with individualized assessment. A series of strategies will be provided: engaging stakeholders, evaluation and design, data collection, lessons learned among Counties, Final Reports, and many other learning collaborative. Recommendations will also be given for future projects as well.

Component B is on hold, but can be looked at once Component A gets started. Component B is more individualized to each County and can begin at any time after Component A begins. Component B is more specific and will increase a common evaluation framework, accelerate peer learning, opportunity to share robust designs, networking, as well as many other things.

The cost for Component A approximately will be \$102,000. The approximate cost for component B will vary depending on needs. Mr. Boewer asked if once approved by the Board if CiMH would accept a percentage at the start of the project to get things going. Dr. Naylor-Goodwin replied that would suffice.

Counties who become members of the JPA in the few months following the start of the project would be able to be a part of this project with minimal additional cost. However too far into the project or after the first few months, an additional component would be added for those new members if desired. It was asked if the project could be done in a PIPS format, and Dr. Naylor-Goodwin said she would look into that as a possibility. The next step after Board approval will be for legal to create a contract between CiMH and CalMHSA and presented to the Board in February.

*Mr. Opredek motioned to approve Component A, with the Officers (not including Dr. Clark) looking at the Contract mid-month for provisional start. The Contract will then be brought to the Board for final approval at the February Meeting. Seconded by Mr. Boewer. Dr. Clark abstained. The motion carried unanimously.*

## **5. CONSENT CALENDAR**

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

- Placer County approved by Board

*Upon approval of Placer County as a Member of the JPA, Maureen Bauman, Placer County representative, participated as a Board Member.*

### **5.B. Minutes from the December 10, 2009 Board of Directors Meeting**

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

*Mr. Opredek motioned to approve the consent calendar items 5.A – 5.C. Seconded by Mr. Boewer. The motion carried unanimously.*

**1. CALL TO ORDER**

The meeting was called to order at 3:23 p.m. by President, Allan Rawland.

**2. INTRODUCTIONS**

Those present introduced themselves.

**3. PUBLIC COMMENT**

Karolyn Rim Stein from Humboldt County updated the Board regarding Humboldt County and formally thanked the Board for the language changes presented and accepted. She indicated Humboldt was moving forward with their Board of Supervisors. She requested sample Board of Supervisor Reports from other Counties.

Karen Stockton from Modoc County and Kristi Kelly from Lake County requested technical assistance. They asked for the most recent JPA Agreement, Bylaws, Resolution Sample, and a representative to assist in presenting to her Board, and any other items to assist in getting their County approved for JPA membership through their Board of Supervisors. Ed walker also suggested staff creating a "How to Join" Packet available to Counties upon request that would include all information needed.

**4. APPROVAL OF AGENDA AS POSTED (OR AMMENDED)**

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

**\*\*Dr. Sandra Naylor-Goodwin of California Institute of Mental Health (CiMH) asked the Board if Agenda Item 8.A could be moved to the first item, she needs to attend another meeting\*\***

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

**\*\*8.A. Technical Assistance and Capacity Building Statewide Projects**

Dr. Naylor-Goodwin presented the Evaluation and CQI Project. The Project has two components. Each County designated a staff person to work with CiMH. CiMH then took that information and arrived at a format that has two components. The first component would take approximately twelve months for implementation. She asked the Board for approval on Component A. Component A is a statewide process that will develop a framework that can be used for this PEI Evaluation as well as others. The project provides training and support and centers around peer learning with access to expert consultants. The local Technical Assistance will be through seminars, telephone, and visits.

## **6. FINANCIAL MATTERS**

### **6.A. CalMHSA Financial Report**

Mr. Boewer, CalMHSA Treasurer presented the financial statements as of December 31, 2009. As of December 31, 2009 CalMHSA cash balance was \$214,396.00. Accounts payable is approximately \$18,500 which includes conferences, administrative fees, website, and legal counsel. All checks and bills have been reviewed and are in order. The current cash balance is \$198,944.84. We have accounts receivable of approximately \$217,000. San Bernardino has pledged \$200,000 for Technical Assistance funds, those will be sent over after a scope of work and contract is forwarded to the County. The holidays have triggered a delay in funds received however, funds continue to be received. There are issues that are arising in the financials regarding the formation costs and new Counties coming in. The legal fees and website fees were not originally calculated into the budget and the formation.

Mr. Boewer wanted it called to the Board as to the newer formation fees that will need to be addressed. Mr. Alliston indicated that he would begin separating his billings as to project, meaning the work with the Department of Mental Health, Technical Assistance with CiMH, etc so that the financials can be clearly divided.

*Mr. Opredek motioned to adopt the financial statements as of December 31, 2009 as presented. Seconded by Dr. Clark. Motion passed unanimously.*

Dr. Clark mentioned that Mr. Boewer and staff should meet and design a new budget recommendation that can encompass these new formation needs as well as a new evaluation as to possible future expense needs.

*Dr. Clark motioned to adopt the financials presented. Seconded by Ms. Bauman Motion passed unanimously.*

### **6.B. CalMHSA Public Officials Liability Approval Quote**

Mr. Alliston presented a Memorandum that reviewed the Proposed Public Officials Liability Policy. The proposed insurer, National Union Fire Insurance Company of Pittsburg, an AIG Company, is large and highly rated by AM Best. Mr. Alliston presented the policy to be relevant and basic. He feels that the policy is necessary and provides claims made coverage. He feels this policy is common and typical for JPA and Board members. Defense costs are paid out of the limit which is beneficial in this policy. This policy is for the JPA and members not the Counties.

*Dr. Clark motioned to approve the Public Officials Liability Quote. Seconded by Mr. Walker. Motion passed unanimously.*

## **7. NEW MEMBER OUTREACH/DEVELOPEMENT**

### **7.A. Discussion regarding CalMHSA Membership Development- Conference Attendance**

Staff presented the approximate cost for attendance per request to the February CiMH Policy Forum. The total approximate cost including, registration, flights, car, hotel, as well as an Exhibit Table etc. totaled \$1700 to \$2200 which includes a one night stay. Both Ms. Santin and Mr. Chaquica are both registered to attend the Conference.

The "How to Join" Packets will be available for the Conference and the CalMHSA February meeting will be held February 10, 2010 at the Riverside Convention Center.

*Mr. Walker motioned to approve the expense to attend the CiMH Policy Forum Conference. Seconded by Mr. Oprendeck. Motion passed unanimously.*

### **7.B. Update on Survey Responses**

Alice Washington from CiMH, presented the outcome of the Zoomerang Survey. Eleven Counties responded, and two Counties responded with "No" that they were not considering membership in the JPA. Those Counties were both El Dorado County and San Francisco.

### **7.C. Placer County Counsel-Edits to Bylaws**

Staff presented the changes to the Bylaws that Placer County is requesting. Staff recommended accepting the changes. The first change was suggested to be accepted per request from Placer County in Section 12.2.3. The second change suggested by Placer County was in regards to adding a section titled No General Fund Obligations for JPA Programs. Staff suggested accepting these recommendations, but placing this in section 10.4 versus 13.2.

The Bylaws remain in draft form for additional edits proposed by new members. Mr. Walker asked if there were any outstanding suggested changes to the Bylaws, and staff indicated that there was not.

*Mr. Walker motioned to approve the edits presented by Placer County. Seconded by Mr. Oprendeck. Motion passed unanimously.*

## **8. ADMINISTRATIVE MATTERS**

### **8.A. Technical Assistance and Capacity Building Statewide Projects**

Presented earlier in the meeting.

### **8.B. CalMHSA MOU with Department of Mental Health**

Mr. Rawland presented a report to the Governing Board that suggested changes to document 08-25 and developing a contractual report. Dr. Mayberg was present earlier in the day and was again very supportive of the JPA and that Mr. Heilman had language to amend the 08-25 document. There will be a meeting between DMH, OAC, and CalMHSA on Tuesday afternoon, and everyone is instructed to bring their clients. Mr. Alliston requested Board member attendance. Mr. Boewer and Ms. Bauman committed to attend with Mr. Alliston. Dr. Clark asked Mr. Alliston to forward any language he receives before the meeting to him for review prior to the meeting. Mr. Alliston will forward any important documents or information upon receipt. Mr. Rawland confirmed the funds must be "assigned" to DMH and then "transferred" to the JPA. The language is crucial. Mr. Alliston believed the three options are as follows: 08-25 document, direct contract with JPA, multi-County collaborative and assignment, or 08-25 direct to DMH. Possibly in the future an MOU can be developed between the JPA and Counties who do not want or choose to be a member of the JPA.

### **8.C. Oversight Accountability Commission (OAC) Guidelines**

Staff presented the Draft PEI Statewide Project Flowchart, the Operational Flowchart, and the Oversight Accountability Commission (OAC) Power Point Presentation given January 5, 2010. The OAC guidelines are in draft form and OAC is accepting any public comment regarding those guidelines until Tuesday at 5 p.m. The guidelines will continue to encompass all three options. The OAC is invited to the meeting next Tuesday with CalMHSA and DMH. Stephanie Welch pointed out the more input and public comment the better. Mr. Rawland and Mr. Walker will work together over the weekend and decide whether or not any public comment is necessary to be added or revised.

### **8.D. CalMHSA Strategic Planning**

The Vision Statement and CalMHSA Goals will need participation and efforts of the entire Board. Staff suggested a separate meeting possibly in March. Dr. Clark agreed and suggested possibly holding it the following day after the monthly Directors Meeting. Dr. Clark suggested Friday March 12, 2010 for a

longer Strategic Planning Session. Staff was instructed by the Board to look into the possibility of arranging this request and inform the Board by the next Board of Directors Meeting in February. Dr. Clark also mentioned to have the new revised budget and planning should also be part of the Strategic Planning Session. Staff suggested March being the focal point for a session in that some of these documents being drafted, and some type of infrastructure will need to be in place. Mr. Opredek suggested using a Budget Change Proposal that will encompass an easy read format for the public.

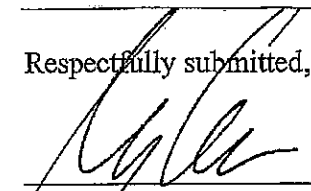
*Mr. Opredek motioned to adjourn the CalMHSA Board of Directors January Meeting. Mr. Luz seconded. The motion carried unanimously.*

**9. ADJOURNEMENT**

Meeting was adjourned at 5:09 p.m. by President, Allan Rawland.

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Respectfully submitted,

  
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Dr. Wayne Clark, PhD  
Secretary, CalMHSA

  
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Date