

MINUTES

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY (CalMHSA)

BOARD OF DIRECTORS MEETING – REGULAR MEETING

Sacramento, California
February 10, 2011

Meeting Start at 2:45pm

MEMBERS PRESENT

Allan Rawland, MSW, ACSW, CalMHSA President, San Bernardino County

Wayne Clark, PhD, CalMHSA Vice-President, Monterey County

Karen Baylor, PhD, MFT, CalMHSA Treasurer, San Luis Obispo County

Lynn Tarrant, LCSW, Placer County (alternate)

William Arroyo, MD, Los Angeles County (alternate)

Scott Gruendl, MPA, Glenn County

Karen Stockton, PhD, MSW, Modoc County

Anne Robin, MFT, Butte County

Noel J. O'Neill, MFT, Trinity County

Jayleen Richards, MPA, HSA, Solano County (alternate)

William Cornelius, PhD, Colusa County

Brad Luz, PhD, Sutter/Yuba County

Jerry Wengerd, LCSW, Riverside County

Bill Walker, Kern County (alternate)

Kristy Kelly, MFT, Lake County

Kim Suderman, LCSW, Yolo County

Karen Markland, Fresno County (alternate)

Donna M. Wigand, LCSW, Contra Costa County

Janice Melton, LCSW, Madera County

Mark Refowitz, MSW, Orange County

Arden Carr, Siskiyou County (alternate)

Meloney Roy, LCSW, Ventura County

Nancy Pena, PhD, Santa Clara County

Alfredo Aguirre, LCSW, San Diego County (approved on 2-10-11)

NON-VOTING ALTERNATE

None

MEMBERS ABSENT

Denise Hunt, MFT, Stanislaus County

Michael W. Horn, MFT, Imperial County

Leslie Tremaine, EdD, Santa Cruz County

Mary Ann Bennett, Sacramento County

Michael Kennedy, MFT, Sonoma County

Bruce Gurganus, MFT, Marin County

Kathleen Minioza, San Francisco City & County (approved on 2-10-11)

STAFF PRESENT

John Chaquica, CPA, MBA, ARM, CalMHSA Executive Director

Edward Walker, LCSW, CalMHSA Program Director

Kim Santin, CPA, CalMHSA Finance and Administration Director

Laura Li, CalMHSA Program Executive Assistant

Maya Maas, CalMHSA Executive Assistant

Doug Alliston, Legal Counsel, Murphy Campbell Guthrie & Alliston

MEMBERS OF THE PUBLIC

Tom Pinizzotto, Mendocino County

Stacie Hiramoto, Racial and Ethnic Mental Health Disparities Coalition (REMHDCO)

Monica Nepomuceno, California Department of Education

David Kopperud, California Department of Education

Barbara Pomerantz, California Department of Education

Sandra Naylor Goodwin, California Institute of Mental Health (CiMH)

Donna Matthews, California Institute for Mental Health (CiMH)

Enrica Bertoldo, Mental Health Services Oversight and Accountability Commission
(MHSOAC)

Lin Benjamin, California Department of Aging

Kathleen Derby, NAMI California

CaSonya Thomas, San Bernardino

Barbara LaHaie, Humboldt County

Neda West, El Dorado County

Uma Zykofsky, Sacramento County

1. CALL TO ORDER

2:45 p.m. The CalMHSA Board Meeting was called to order.

2. ROLL CALL AND INTRODUCTIONS

President Rawland asked the clerk to call the roll.

Laura Li, CalMHSA staff, called roll of the board and confirmed a quorum.

3. INSTRUCTIONS FOR PUBLIC COMMENT AND STAKEHOLDER INPUT

Ms. Li was asked to review the instructions for public comment to include the process of public comment cards. It was also mentioned public comment and stakeholder input on non-agenda items would be taking place at the end of the meeting.

4. APPROVAL OF AGENDA AS POSTED

President Rawland asked if there were amendments to the agenda; none were made.

Action: A motion was made to approve the agenda as posted.

Motion – Mark Refowitz, MSW, Orange County

Second – Noel O’Neill, MFT, Trinity County

Motion passed unanimously.

5. CONSENT CALENDAR

President Rawland acknowledged the consent calendar and asked for comment from Board members.

Action: A motion was made to accept the consent calendar with a correction to the meeting minutes of Dec. 9, 2010, that Ms. Kathleen Derby was not present at the last meeting.

Motion – Mark Refowitz, MSW, Orange County

Second – Wayne Clark, PhD, Monterey County

Motion passed unanimously.

Public comment was heard from the following individual(s):
Kathleen Derby, NAMI California

6. NEW COUNTY MEMBERSHIP

John Chaquica, CalMHSA Executive Director, indicated San Diego County and San Francisco City and County were before them seeking membership approval. This brings CalMHSA's membership to 33 counties, 32 members.

Action: A motion was made to approve San Diego County and San Francisco City and County membership to CalMHSA.

Motion – Karen Baylor, PhD, LMFT, San Luis Obispo County

Second – Mark Refowitz, MSW, Orange County

Motion passed unanimously.

7. FINANCIAL MATTERS

A. CalMHSA Finance Ad Hoc Committee Update

Kim Santin, CalMHSA Finance Director, stated the Finance Committee has been working on the 2011-2012 insurance renewal for directors and officers liability coverage. The broker has bound the insurance renewal based on the same coverage in 2010-2011. The committee has given direction for the broker to look at additional limits because of the growing assets of the Authority.

Mark Refowitz, Orange County, asked for more detail on the upper limits. The previous policy was for \$1 million but CalMHSA now manages more than \$100 million.

Ms. Santin replied the assets are currently cash assets and are being held at the Local Agency Investment Fund. The broker is in the market to look for coverage beyond the \$1 million aggregate coverage. Ms. Santin will work proactively with the broker to make sure he understands the Counties operations.

Mr. Chaquica added the issue is the integrity of the funds. There are significant precautions and internal controls, George Hills has insurance policies, and there will be financial audits.

Action: Confirmation to renew the Public Officials Errors and Omissions coverage

***Motion: William Arroyo, Los Angeles County
Second: Ann Robin, Butte County***

Motion passed unanimously.

President Rawland explained the committee and staff worked on three travel policies: board of directors, staff and stakeholder. The stakeholders' policy has been deferred until after the strategic planning retreat taking place in March.

Ms. Santin reviewed the board of directors travel policy (Resolution 10-04). Committee and staff would like to add language to the policies provided. Under the lodging section, travel policy guidelines, under Section 3 Lodging, Paragraph A, the finance committee and staff would like to add a sentence that would put a maximum on the reimbursable lodging rate. After "CalMHSA will reimburse the single occupancy rate," adding "Lodging expenditures shall be covered up to the posted government rate at the time of request. Expenditures exceeding the government rate must have prior Executive Director approval and shall not exceed 125% of posted government rate."

Jerry Wengerd, Riverside County, noted the conference attendance request of three months in advance seemed unrealistic. Noel O'Neill, Trinity County, agreed with Mr. Wengerd on the unrealistic request. A formal amendment was made to change the request period from three months to two weeks.

Question regarding the definition of hardship and ethical requests for reimbursement. Experience and use of the policy will help define hardship and the process needed to ensure no double-dipping.

Action: Approval of Board Travel Policy, Resolution 10-04

To include a friendly amendment as follows: to change notice requirement from three months to two weeks

Motion – Karen Stockton, Modoc County
Second – Mark Refowitz, Orange County

Motion passed unanimously.

Staff travel guidelines cover conferences for CalMHSA related business and travel beyond regularly scheduled meetings.

Action: Approval of Staff Travel Policy (Resolution 10-05) to include above amendment

Motion –Arden Carr, Siskiyou County
Second –Karen Stockton, Modoc County

As a matter of information, Mr. Chaquica updated the board on investment considerations. The JPA must meet the same requirements as the Counties (Gov Code 5892, Section F). DMH is still deliberating on whether the investment earnings must be returned to the department. Urgency has been expressed as the Authority is anticipating receipt of a check of anywhere between \$50–90 million. CalMHSA staff feels the investment earnings should go toward intended purposes. Currently the LAIF rate of earnings is .46% interest. Staff has asked DMH to consider allowing CalMHSA to develop a conservative investment policy—an estimated rate of return of 2%, and if to be returned to DMH it would be on a net basis.

Motion passed unanimously.

Public comment was heard from the following individual(s):
None

8. PROGRAM MATTERS

A. Report from Implementation Ad Hoc Committee Chair – *Dr. Wayne Clark*

President Rawland expressed appreciation of Dr. Clark's work towards implementation of the statewide programs.

Dr. Clark reviewed the activities of the committee since the last board meeting on December 9th in moving towards the MHSOAC's approval of the Work Plan on January 27th. Additions to the Work Plan included creation of a Strategic

Statewide Stakeholder Work Group (ongoing), a Subject Matter Expert Panel (ongoing) and a Statewide Evaluation Experts Panel (ongoing). In conclusion, Dr. Clark reviewed the dates for RFP release and the related deadlines for each.

President Rawland added the MHSOAC's approval could only cover the money assigned to the Authority thus far so approval was for \$123 million; additional funds can be approved by the OAC's Executive Director as monies are assigned. In addition, the Commission has requested six-month fiscal and program progress reports from the Authority going forward.

Mr. Refowitz asked for more information on the review panel formation process. In response, Dr. Clark recognized George Hills Company's contract with CiMH for assistance with the selection process. The review panels are in the process of being formed with active consumer and family involvement. Results from the review panels will be presented to the board; the first presentation and recommendation will occur on April 14th.

On January 25th, the Executive Committee held a teleconference to confirm the addendum to the Work Plan to meet the MHSOAC's deadline. The addendum is now up for formal approval by the board.

Action: Approval of the Addendum to the Work Plan.

***Motion – Mark Refowitz, Orange County
Second – Karen Stockton, Modoc County***

Motion passed unanimously.

Dr. Clark outlined the proposed sole source of the Student Mental Health Initiative Programs through the three higher education systems, the Department of Education (statewide programs) and the eleven Superintendent districts (regional programs).

Action: Approval to sole source SMHI RFP

***Motion – Mark Refowitz, Orange County
Second – Meloney Roy, Ventura County***

Motion passed unanimously.

Public comment was made by the following individual(s):
Kathleen Derby, NAMI

9. **ADMINISTRATIVE MATTERS**

A. iPad Technology

In response to greenness in the state, the board previously approved the purchase of iPads for member use. Approval of the policy was postponed at the last meeting as feedback from the subcommittee who was piloting use was pending. Overall the users appreciate its access and usability.

There will be a signature process for all interested members to acknowledge the content of the policy and acknowledge the iPad is CalMHSA property subject to return. In response to several inquiries, Mr. Chaquica clarified acquiring the data plan will be a personal expense as the iPads have Wi-Fi capabilities. In response to an interest survey, 10 members responded in the affirmative. Staff has brought 15 iPads for distribution at the end of the meeting.

Action: A motion was made to formally approve of the iPad Policy and iPad technology

Motion – Kristy Kelly, Lake County

Second – Karen Baylor, San Luis Obispo

Motion passed unanimously.

B. Meeting Minutes Process and Procedures – Doug Alliston

Mr. Chaquica opened the topic reviewing previous discussions. Staff was asked at the last meeting to review what other governmental entities do in regard to meeting minute format and public comment inclusion. The recommendation is to continue processing minutes as staff has been doing. The cost to transcribe minutes in full detail would be costly.

Doug Alliston, Legal Counsel, reported to the Board there was no law requiring the production of meeting minutes nor the detail. In his review of various organizations he found not many had detailed meeting minutes, but rather a summary of meeting actions/events and acknowledgement of who testified. Mr. Alliston further added the Board could proceed as they deemed appropriate.

Discussion continued amongst board members to include:

Kristy Kelly, Lake County
William Arroyo, Los Angeles County
Arden Carr, Siskiyou County
Ann Robin, Butte County

Karen Stockton, Modoc County
James A. Waterman, PhD, Kern County
Mark Refowitz, Orange County

Action: A motion was made to formally approve the current process for meeting minutes in addition, staff is to amended Public Comment cards to include language showing "for or against" action being taken.

***Motion – Jerry Wengerd, LCSW, Riverside County
Second – Arden Carr, MFT, Siskiyou County***

Motion carried by a majority with one nay from member Kristy Kelly, Lake County .

Public comment was heard from the following individual(s):
Kathleen Derby, NAMI California

10. CalMHSA – GENERAL DISCUSSION

Report from CalMHSA Executive Director – John Chaquica

- Mr. Chaquica provided an update on the contract between George Hills Company and CiMH, indicating CiMH will be handing the program side of the implementation process.
- On March 11th, the Board will hold their annual Strategic Planning Session with a stakeholder strategic planning meeting being held the previous day, March 10th.
- Mr. Chaquica outlined the recent meetings staff and executive committee had attended with DMH, NAMI and CSAC, to which President Rawland requested a summary of those meetings be sent to the Board members.
- Mr. Chaquica stated the Board should consider the location for the May Board meeting as the All Directors meeting will be taking place in San Diego that month. There was no need to decide now, but something to consider. Members agreed it was best to decide now as May was a busy month. That being said, it was agreed staff would prepare for an afternoon Board meeting on Friday, May 6th.

Public comment was heard from the following individual(s):
None

11. PUBLIC COMMENTS

Comments were heard in relationship to the Q & A from the Suicide Prevention Proposers' Conference and announcement relating to the first meeting of the California MHSA Multicultural Coalition (The CMMC).

Public comment was heard from the following individual(s):
Lin Benjamin, California Department of Aging

Stacie Hiramoto, Racial and Ethnic Mental Health Disparities Coalition
(REMHDCO)

12. NEW BUSINESS

A question was raised as to location for receiving and sending Questions proposers may have in relationship to county information.

Some suggestions were that members should be providing the answers and others indicated CalMHSA staff should be the individuals researching for the answers followed by distribution of the answers and website posting. Some members felt they should not be involved in the process as to avoid conflict of interest. Discussion continued by many members of the board.

Public comment was heard from the following individual(s):
Lin Benjamin, California Department of Aging
Stacie Hiramoto, Racial and Ethnic Mental Health Disparities Coalition
(REMHDCO)

13. CLOSING COMMENTS & ADJOURNMENT

President Rawland thanked the members for their ongoing support and participation. He also confirmed the stakeholders important role in CalMHSA and thanked them for their contribution to the Work Plan Implementation.

Hearing no further comments, a motion was made to adjourn at 5:08 p.m.

Motion: Mark Refowitz, MSW, Orange County

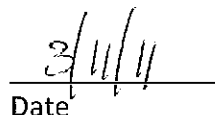
Second: Anne Robin, MFT, Butte County

Motion passed unanimously.

Respectfully submitted,

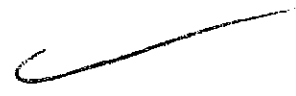


Ms. Maureen Bauman, LCSW, MPA
Secretary, CalMHSA


Date

CalMHSA PUBLIC COMMENT CARD

(Please Print)



All cards should be returned to staff prior to the start of the meeting. You will be called upon at the appropriate time to speak. Public Comment may be limited to three minutes per speaker. If you wish to remain anonymous, you can omit your name and organization, write your comment on the blank lines below and the President will read your comment/question.

(ONE COMMENT CARD PER AGENDA ITEM)

AGENDA ITEM: 5 - Consent Calendar

PAGE NUMBER: _____

NAME: Kathleen Derby

ORGANIZATION: NAMI California

(Speakers should address the Board, not each other or the audience, and are expected to conduct themselves in an appropriate manner. No debate or argument between speakers and/or members of the audience shall be permitted. Comments relative to any issues that are currently the subject of active litigation will not be heard in the meeting.)

Comment/Question: I was not present at the Dec. 9 2010 CalMHSA Board meeting as the minutes indicate. In addition p. 16 of the minutes indicates I participated in public comment. Instead, Bettie Reinhart attended from NAMI California.

With regard to the minutes, it is still troubling that no effort is made to summarize stakeholder comments to incorporate as part of the record. This is done for Board participants & puts an undue burden on stakeholders only to prepare their comments in advance in writing.

INSTRUCTIONS FOR PUBLIC COMMENT AND STAKEHOLDER INPUT

The Board welcomes and encourages public participation in its meetings. This time is reserved for members of the public (including Stakeholders) to address the Board concerning matters on the Agenda. Comments will be limited to three minutes per person and twenty minutes total. Those who wish to remain anonymous can submit written comments/questions which will be read during the relevant public comment period.

For Agenda items, public comment will be taken at the time those items are addressed. Each interested party is invited to complete the Public Comment Card and provide it to CalMHSA staff prior to start of meeting. When it appears there are several members of the public wishing to address the Board on a specific item, at the outset of the item the Board President may announce the maximum amount of time that will be allowed for presentation of testimony on that item.

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(ONE COMMENT CARD PER AGENDA ITEM)

AGENDA ITEM:

8 Program Matters Implementation Ad Hoc Committee

PAGE NUMBER:

NAME:

Kathleen Derby

ORGANIZATION:

NAMI California

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Comment/Question:

Please see attached type-written comments.

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NAMI California (Kathleen Derby)

Public Comment at the CalMHSA Board Meeting

February 10, 2011

Agenda Item 8 – Implementation Ad Hoc Committee

NAMI California supports the comments of Lin Benjamin of the Dept. of Aging from the Board Meeting held on December 9, 2010 with regard to revising the document – “Implementation Ad Hoc Committee, Scope of Responsibilities” in the “Committee Membership” section. – to insert information that reflects the participation of stakeholders in the work of the Implementation Ad Hoc Committee and the importance of their participation to CalMHSA in implementing its mission and promoting its values – including client and family driven, stakeholder input, and transparency.

Again, in this committee venue as well, it is troubling that stakeholder comments are not reflected in the notes of these committees. There should be a record of what stakeholders are saying, not just noting our presence. If CalMHSA values our presence, we respectfully request that our comments be reflected in the record in the name of transparency and accountability.

CalMHSA PUBLIC COMMENT CARD

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(ONE COMMENT CARD PER AGENDA ITEM)

AGENDA ITEM: 9' Administrative Matters - Minutes

PAGE NUMBER: _____

NAME: Kathleen Derby

ORGANIZATION: NAMI California

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Comment/Question: ^{Re:} Minutes - not necessary for full transcription,

just a couple of lines summarizing as to an individual commenter's position. This is consistent with what CalMHSA prepared in the past - from March 2010 to July 2010 (approx.). This is not a request for undue burden but a more complete reflection of the record. To require the public to quickly & comprehensively complete public comment cards in writing is an unnecessary & in some ways - discriminatory process. We also need to address public comment at Implementat- Ad Hoc Committee Calls where public comment cards are not even there to reference & public comment details are

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not recorded so have to say in the process,

CalMHSA PUBLIC COMMENT CARD

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(ONE COMMENT CARD PER AGENDA ITEM)

AGENDA ITEM: 11 - PUBLIC COMMENTS

PAGE NUMBER: _____

NAME: STARIE HIRAMOTO

ORGANIZATION: REMHCO

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Comment/Question: ANNOUNCEMENT OF THE FIRST
MEETING OF THE CA MHSA MULTICULTURAL
COALITION (MARCH 28, 2011 IN SACRAMENTO)

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(ONE COMMENT CARD PER AGENDA ITEM)

AGENDA ITEM:

TIB

PAGE NUMBER:

NAME:

Lin Benjamin, MSW, MHA

ORGANIZATION:

CA Dept of Aging

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Comment/Question:

The Suicide Prevention RFP Proposers' Conference Follow-up Proposer Questions and CalMHSA Answers Do Not Include the question and recommendation submitted in writing via e-mail by the CA Dept of Aging to CalMH on Feb 4th during the conference. The Dept requests that our question/recommendation is included.

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SAVE THE DATE!

Monday, March 28th, 2011

10:00 a.m. – 4:00 p.m.

For the First Meeting of the

**California MHSA
Multicultural Coalition
(The CMMC)**

Board Room of the CA Primary Care Association
1231 "I" Street, Suite 400
Sacramento, CA 95814

Contact Marissa Clark
mclark@mhac.org or (916) 557-1167
for more information

"Part of the California Reducing Disparities Project"