

**MHSA-FINANCE Committee
MONTHLY MEETING MINUTES
September 21, 2017 – FINAL**

Agenda Item / Discussion	Action / Follow-Up
<p>I. Call to Order / Introductions Vice Chair, Doug Dunn, called the meeting to order at 1:09 pm.</p> <p><u>Commissioners Present:</u> Chair- Lauren Rettagliata, District II Vice-Chair-Douglas Dunn, District III Sam Yoshioka, District IV Duane Chapman, District I Diana MaKieve, District II (arrived @1:30pm)</p> <p style="text-align: center;"><u>Commissioners Absent:</u> none</p> <p><u>Other Attendees:</u> Margaret Netherby, NAMI representative (arrived @1:16pm) Erika Raulston, family member (*submitted application for MHC to COB) Leslie May, family member (*submitted application for MHC to COB) Teresa Pasquini, family member Adam Down, BHS Admin Jill Ray, Field Representative, District II Liza A. Molina-Huntley, Executive Assistant</p>	<p>Executive Assistant:</p> <ul style="list-style-type: none"> • Transfer recording to computer. • Update Committee attendance
<p>II. Public comments:</p> <ul style="list-style-type: none"> • Two public members are interested in becoming Commissioners for Contra Costa County. Both members were Mental Health Commissioners for Alameda County and have experience working in the mental health field and acknowledge the current crisis in behavioral and mental health, which affects all ages. 	
<p>III. Commissioners comments:</p> <ul style="list-style-type: none"> • A request was made to clarify who will be responsible for explaining the financial documents included in the meeting packet; along with the County’s budget. • Training needed and requested, from the County’s Financial Officer (CFO), regarding the overall budget for the Behavioral and Mental Health Divisions. • It is important to gain better knowledge of the budget and prepare questions, collectively as a Committee, for the CFO • The “Graham-Cassidy” bill is a proposed legislation that states that behavioral health or mental health treatment is not considered an entitlement, unlike other forms of medical care and if passed, may have a negative impact in care in California’s mental health budget. Attendees should contact their government officials to vote against the bill. 	
<p>IV. Chair announcements/comments:</p> <ul style="list-style-type: none"> • NAMI will host a general meeting on 9/21/17 from 7-9pm; presenter Dr. Steven Seager, a Psychiatrist at Napa State hospital, will discuss his book and upcoming film “Shattered Families” and the second film, “Road Map”. • NAMI – on Thursday October 19, NAMI will hold a “Special General Meeting” to show Dr. Seager’s film “Road Map,” at 7pm, John Muir Concord 2500 East Street 	

	<ul style="list-style-type: none"> NAMI in Motion Walk will be on Saturday October 7, from 9am to noon, starting at Pleasant Hill Park 147 Gregory Lane in Pleasant Hill. Everyone is welcome. 	
V.	<p>Approve minutes from August 17, 2017 meeting MOTION to approve minutes made by Sam , seconded by Duane Corrections to minutes noted and corrected VOTE: 5-0-0 YAYS: Lauren, Duane, Doug, Sam and Diana NAYS: none ABSTAIN: none ABSENT: none</p>	<p>*Executive Assistant Correct minutes and post finalized minutes.</p>
VI.	<p>REVIEW 2017 Committee goals and DISCUSS the areas of focus in order to obtain the desired goals</p> <ul style="list-style-type: none"> Goals need to be more specific and clear Language of goals needs to be revised to be more comprehensive Goals for 2017 will be sent to Executive Assistant and attached to the October meeting packet Forward agenda item for the October meeting on 10/19/17, from 1-3pm 	<p>* Chair will send 2017 goals to EA to attach to the October meeting packet</p>
VII.	<p>REVIEW updated contract list provided by Adam Down</p> <ul style="list-style-type: none"> Handout provided, of most recent contract list, will be included in meeting packet for October. The contract list is divided by: adults, children’s, Board and Care, Emergency Board and Care, MHSA Prevention and Early Intervention (PEI), Full Service Partnerships, Targeted Programs, contract doctor’s and business services and trainings, (done for workforce development or consultants). Contract list can be provided on an annual basis, since they are renewed annually. Psychiatric facilities for acute care are included in the contract list. The “Revision” column refers to the order of the contract itself, for referencing purposes Noted that there are discrepancies in the amount of contracts, comparison to the division’s budget Some of the contracted amounts may not be relevant to the projected budget due to the timing of the release of information. The contract may have up to a certain amount on the budget, may not be fully paid at the time the contract list was gathered. It is not a document that is concurrent in time with the budget document, used for completely separate purposes. The stated amounts of the contract are payment limits. Move to the October 19 meeting to be discussed further by a staff representative in the Contract department or a representative from the Finance Office. Request an explanation be given, along with the contract list, to clarify its purpose Clarification of the number of beds being utilized at each location, if possible. Noted that all beds are being utilized, at most times. Network providers have not been included in the list. Another representative will be able to discuss the other areas- Katie White representative from Mental Health Services 	<p>*see attachment and explanation for contract list</p> <p>*EA will contact Katie White to assist in providing information regarding the Network Providers</p>
VIII.	<p>DISCUSS regarding the Contra Costa County Budget for Mental Health. Identify areas of interest and prepare questions for future discussion with Contra Costa County’s Finance Department representative.</p> <ul style="list-style-type: none"> To view or obtain a copy of the fiscal budget copy and paste the link: http://www.cccounty.us/DocumentCenter/View/45595 or to view or print a copy of the 2017-2018 Recommended budget, copy and paste the link: http://www.contracosta.ca.gov/DocumentCenter/View/45407 	<p>*Vice Chair will provide budget documentation for 4C</p> <p>*Chair will forward the timetable and list of documents, used in</p>

<ul style="list-style-type: none"> • Duplication of documents in packet were due to information requested and sent for packet • Purpose for going through the documentation, in the links provided above and provided in the packet, is to identify the intelligent questions to ask the County Finance Office representatives when they attend the Committee meeting in November, December at the very latest. • Although the information is not current, it serves as useful background information to prepare the budget foundation and determine how the Mental Health Commission can advise in preparing budgets going forward, for the Behavioral Health Services department • The summary for 2013-2014, referring to several programs: Napa State hospital, managed care inpatient costs (a question to be raised with the County's Finance Office) the amount stated, is not the actual costs for 4C, (4C has a budget of approximately \$10 million). The documentation referencing the 4C budget will be brought to the October 19 meeting. Regarding the 4C budget, there is uncertainty where the funding streams are from. • Attendants would like more current budget data. The data provided was for 2013-2014. Several requests were made, since 2013-2014, to the County's Financial Office, to provide current budget data. Another request will be sent to obtain current budget documents for 2016 and to request that a representative from the CFO be present at the meeting, on November 16, to review and discuss the current budget data • Request that the County Financial Office provide the entire and current budget, for the Behavioral and Mental Health, and a representative to review and discuss the document. • Some of the financial documents are available online • Upon receiving all the updated budget documentation and explanations, the MHS/Finance Committee will forward and update the full Commission at the Mental Health Commission's December meeting • Previous procedures and protocols, set in prior years to obtain financial documentation, were created. Lists of documents were created, by the MHS/Finance Committee that were deemed pertinent to review and discussion; along with a calendar that gave timetables for the Commission to follow. The previous structure allowed the Committee to obtain documents in a timely manner and helped the members set annual goals. • There is a need for continuity of current data and will inquire with CFO regarding establishing a timetable to receive current documents on an ongoing basis and set meetings with CFO to review and discuss on a quarterly or semi-annual basis, in accordance with budget timelines. • The MHS/Finance Committee will update the full Commission, in order not to create duplication of efforts by staff and the Commission members • Documentation attached, for the meeting, was solely provided to be utilized as supportive and not actual, since current documentation has not been provided to the committee • The Committee does not want "projected" costs or income. What is being requested is a finalized report that includes all the funding sources, which has been approved by the Board of Supervisors • There needs to be a transparent process to inform the public of what is being spent where and explained to the Committee/Commission, so that it is efficient, without duplication and comprehensive. • In the recommended budget for 2017-2018, (available online at the link 	<p>prior years, to EA</p> <p>*Adam –MH Project Manager will send request current budget data from CFO for 2015-2016, including Annual Reports, to be included in the next meeting's packet for October 19 for review and discussion in the Committee to identify questions for the CFO representative meeting on November 16</p> <p>*Request presentation from Whole Person Care/Community Connect for the MHC's November or December meeting</p>
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<p>stated) there are further details for the Committee to review and discuss at the next month's meeting (see pages 264, 273, 277) to view options in regards to what areas require the focus of the Committee</p> <ul style="list-style-type: none"> • It is hoped that the Finance Office will be collaborative with the requests being made on a scheduled, ongoing basis, that is acceptable to both parties • Whole Person Care helps connect people and coordinate services. A presentation to the full commission would be beneficial <p>MOTION TO REQUEST to the County's Finance Office, the MOST RECENT COMPLETED FISCAL FINANCIAL ACTUAL BUDGET DATA INFORMATION, for 2015 and 2016, including the Annual Cost Reports (that is provided to the State), for Contra Costa Behavioral and Mental Health Divisions, (including locked facilities and detention) including the main funding sources to be included in the documents; to be received before THE NEXT MHSA/FINANCE COMMITTEE MEETING on October 19, 2017</p> <p>Motion made by Lauren Rettagliata, seconded by Sam Yoshioka Vote: 5-0-0 YAYS: Lauren, Doug, Duane, Sam and Diana NAYS: none ABSTAIN: none ABSENT: none</p>	
<p>IX. DISCUSS and identify possible areas for improvement for 2018-2019</p> <ul style="list-style-type: none"> • Areas for improvement, for the MHSA/Finance Committee, in collaboration with Behavioral Health Services • Set specific goals, three to five • Each Committee member write down at least three goals to accomplish in 2018, to be submitted at the October meeting • Goals should be a committee project, not rely solely on the Chair and Vice Chair to complete • Look for new membership participation • The purpose is to look at where the money is being spent and how it's being spent and how it benefits the services for the County's mental/behavioral health consumers. The millions of dollars being spent should be making a difference and it is not and the Committee/Commission needs to find the gaps and the reasons why the expenditures are not making the impact on the Community that it should be making. It is the Committee's responsibility to point out and advise the Board <p>MOTION to request three goals, from each Committee member, to be submitted for the next meeting on October 19, 2017 Lauren Rettagliata made the motion, Sam Yoshioka seconded the motion VOTE: 5-0-0 YAYS: Duane, Doug, Lauren, Diana, Sam NAYS: none ABSTAIN: none ABSENT: none</p>	<p>*Each Committee member will submit three goals for the MHSA/Finance Committee in 2018</p>
<p>X. Adjourned at 2:47pm</p>	

Minutes provided by:
Liza Molina-Huntley
Executive Assistant to the Mental Health Commission
CCHS-Behavioral Health Administration
FINAL MINUTES APPROVED ON 10/19/17