

**MENTAL HEALTH COMMISSION
MONTHLY MEETING MINUTES
Wednesday March 7, 2018 – FINAL
At: 550 Ellinwood Way, Pleasant Hill, CA**

Agenda Item / Discussion	Action / Follow-Up
<p>I. Call to Order / Introductions Commission Chair Barbara Serwin called the meeting to order at 4:32pm</p> <p><u>Members Present:</u> Chair- Barbara Serwin, District II Diana MaKieve, District II Douglas Dunn, District III Gina Swirsding, District I Sam Yoshioka, District IV Mike Ward, District III (arrived late@5:05pm) Geri Stern, District I Leslie May, District V</p> <p><u>Commissioners Absent:</u> Vice Chair- Duane Chapman, District I Supervisor Diane Burgis, District III Lauren Rettagliata, District II Meghan Cullen, District V Patrick Field, District III</p> <p><u>Other Attendees:</u> Anna M. Roth, Health Services Director for Contra Costa County Matthew Luu, Deputy Director of Behavioral Health Services Therese Becker, AMFT -East County Adult Mental Health Clinical Specialist Guita Bahramipour, AOD Advisory Board representative Linda Velarde, family member Susan Waters, Family Support Worker @East County Adult Mental Health clinic Dawn Morrow, Supervisor Burgis District III office Judy Bracken, public Marsha McInnis, family member Jill Ray, Field Representative for the District II office Joe Metro, District V applicant Dr. Jan Cobaleda-Kegler, Adult/Older Adult Program Chief for BHS Division (arrived @5:20pm) Adam Down, MH Project Manager Erika Raulston, family member Michael Lewis Dr. Frank Barham, retired psychiatrist</p>	
<p>II. Public Comments:</p> <ul style="list-style-type: none"> • Therese Becker-Clinician at East County Adult Mental Health clinic, stated that made an appointment for a patient to see a psychiatrist and was given an appointment date for 3/6/19. There is a shortage of available psychiatrists throughout the county. Searched for alternatives for the patient and connected the patient with the Miller-Wellness Center. Many of the patients are in poverty and do not have transportation and therefore cannot make appointments outside of their area. There are 2.8 FTE's at the East County Mental Health clinic, each see approximately 650-700 patients. There are five opened Case Manager positions, soon to be six, because another is resigning. After assessing a patient, it is difficult to make a referral to a Case Manager, when there are none available. The staff shortage makes it difficult to meet the patient's needs. • Concerned that patients that need an appointment to see a psychiatrist, may not be able to obtain an appointment until 2019 • Provided a list of concerns to be distributed 	

<p>III. Commissioner Comments:</p> <ul style="list-style-type: none"> • Gina- stated that the shortage of psychiatrists is prevalent everywhere. It is difficult, for people with private insurance, to obtain an appointment with a psychiatrist. There is a need for psychiatrists in West County as well. Other options need to be discussed and/or considered. Maybe Nurse Practitioners, trained in mental health medications, can prescribe medications for patients? • On March 24, at the Richmond Jr. High School, there will be a Foster Care Conference. Contact the Richmond Police Department, Crime Prevention Unit, for additional information • Doug- stated that the County has placed \$300,000 to assist clinicians and psychiatrists with their student loans, to attract more qualified staff. Upon employment, clinicians and psychiatrists can apply for the “student loan forgiveness program” provided by the County to assist in paying their educational debt. Suggests that maybe executive staff can assist more in recruiting graduates into employment with the county. • Sam- would like more consistent participation, at the Commission meetings, from the Director/Deputy Director. Mentioned that in surrounding counties, the Director is present and provides a report with updates to the Commission. It was previously agreed that the Director would submit a monthly written report to the Commission. Would like a monthly written report from the Director, or the Deputy Director, it should be agendized on an ongoing monthly basis, for discussion with the Commission. • Geri- is there any type of mechanism in place that searches for graduating psychiatrists as potential candidates for employment with the County? 	
<p>IV. Chair Announcements-</p> <ul style="list-style-type: none"> • Announced that EA is out on medical leave and being covered by supervisor Adam Down. • EA should return to her duties, later in the month • Requests Commissioners to forward to the Chair, regarding any topics, with interest in mental health, that are desired to be discussed by the Commission. • The Chair will keep track of agenda items • Attended a presentation by Judge Ginger Lerner-Wren, at the Common Wealth Club, where she was promoting her new book “A Court of Refuge: Stories from the Bench of America’s First Mental Health Court”- a brief excerpt from the book- “in 1997 her Broward County, in Florida, formed the first mental health court in the country and served as the first presiding judge. The court is for misdemeanor crimes, meant to divert patients to treatment and recovery. She would coach patients to triage unit for problem solving, rather than punishment. Anyone can refer a person to a court. When they enter the court, they enter a welcoming environment, with an attitude of “how can I help you?” The person is evaluated by a clinician on the spot, in the court room, and offered an option for treatment and hope, rather than time in jail. In the past 20 years of court, her court has diverted 20,000 people into treatment. She closed with the observation that mental health courts are increasingly being implemented, in a more traditional format, moving back to the vision that the court as part of the human rights framework.” Highly recommends the book. • Contra Costa County has just created and expanded a mental health court. An update can be requested for a future commission meeting 	
<p>V. MOTION to APPROVE minutes from February 7, 2018 meeting Gina Swirsding moved to motion, Diana MaKieve seconded the motion *corrections: Add Geri Stern was in attendance, but left the meeting, due to illness</p> <ul style="list-style-type: none"> • VOTE: 8-0-0 out of 13 Commissioners present • YAYS: Barbara Serwin, Diana MaKieve, Sam Yoshioka, Gina Swirsding, Douglas Dunn, Geri Stern, Mike Ward, and Leslie May • NAYS: none ABSTAIN: none • ABSENT: Supervisor Burgis, Duane Chapman, Patrick Field, Lauren Rettagliata and Meghan Cullen 	<p>*Post final minutes to MH website at: http://cchealth.org/mentalhealth/mhc/agendas-minutes.php</p>
<p>VI. DISCUSS proposal to send letter to law enforcement agencies to advocate for requiring evaluation at PES of people who pose harm to others at the scene of a call for an involuntary hospitalization (5150) – by Lauren Rettagliata</p>	<p>*Commissioner Lauren Rettagliata was not present. Item will be forwarded to the next Commission meeting</p>

<p>VII. REVIEW the document Contra Costa County Mental Health Commission Response to Behavioral Health Services Update to Grand Jury Report No. 1703 and Referrals 115 and 116 presented at the Board of Supervisors' Family and Human Services Committee meeting on 10/30/17. DISCUSS Behavioral Health Services six-month updates. -- Barbara Serwin, Chair, MHC and Lauren Rettagliata, Chair, MHC Finance Committee</p> <ul style="list-style-type: none"> • Chair, Barbara, referred to the attachments provided in the meeting packets and gave background of documents • Updated that Behavioral Health Services (BHS) did some reflecting and made changes to services and introduced new initiatives to address issues. • In August of 2017, the Board of Supervisors referred the issues to the Family and Human Services Committee (FHS), with Supervisors John Gioia from District I and Supervisor Candace Andersen from District II. • In October, there was a series of Commission and Behavioral Health Services (BHS) collaborative, open and friendly meetings to problem solve. The meetings were in preparation for the late October meeting with FHS. • BHS prepared a report, in response to the issues brought forth to the Grand Jury and the Commission responded to the BHS responses • There was a mandate made, by the Supervisors of the FHS Committee, stating an ongoing, twice yearly, BHS to provide updates on problems raised by the Commission in its response to BHS responses • April 2018, will mark the first six months, due for an update to be provided by BHS. After further discussion with the Director and Deputy Director of BHS, we are looking to getting on the calendar for the FHS Committee meeting in May • The Commission and BHS will be holding working meetings, now until the May update meeting, with the goal of prioritizing the problem areas that have been raised in the Commission paper. Do a collaborative, deep-dive, into key issues and potential solutions. The Chair, Vice Chair (stand in- Diana MaKieve) and Lauren Rettagliata as the co-author of the White Paper and the response paper, the Director and Deputy Director and Dr. Matthew White, Physician in charge of Psych Emergency Services (PES) • This will be an ongoing collaboration of problem identification and responses. The beginning of an organized process for addressing ongoing issues and working with BHS. • The first issue presented is to update the West County Children's clinic facility. A site visit was made and concerns made regarding the physical aspects of the facility. BHS has responded to the issues identified and brought together resources to improve the clinic. The recommended follow up is to tour the site again and review the progress. • Deputy Director, Matthew Luu- stated that the long term goal is to build a new building. The new building will house both Adult and Children's mental health, in a centralized building, adjacent to primary care in the city of San Pablo. BHS is trying to fix the issues that were identified in the report. Experts were brought in to test the current Children's clinic for asbestos, and none were found. • Adam- continued updating the Commission, regarding the repairs made to the current facility, the roof was sealed, the reception and clerical areas were painted, new carpet was installed in the reception and clerical areas, and new furniture was acquired for the reception area. There is substantial work is being done on the ventilation/HVAC systems. There was a meeting with risk management, American Disabilities Act department (ADA), public works and BHS staff to address additional ADA issues and find solutions to resolve the issues. • Sam- noted there is not a date on the report submitted by BHS to respond to FHS. Would like an update regarding the unspent MHSA funds and know what the BHS strategy is to utilize the unspent funds • Doug noted that he had been informed that the county is in the process of utilizing the unspent funds for payment of MHSA programs. • Chair- informed that the responses from BHS were submitted on October 27, 2017. The next issue, on the report, was to relocate First Hope and its "First Episode Psychosis Project Program" to a financially sustainable and appropriately designed facility. There was a consideration for the "Oak Grove" facility but it would cost the County approximately \$2 million to renovate the facility. The search for an adequate 	<p>*See attachments</p> <p>* The discussion will continue on to the next Commission meeting</p> <p>*the discussion is for public awareness of the issues</p> <p>*BHS will provide updates in May 2018</p>
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facility and location will continue. Additional concerns will be addressed at the next Commission meeting.

- Regarding the issue of addressing the shortage of psychiatrists, BHS has improved its recruitment efforts by contracting with staffing agencies to assist in the hiring of psychiatrists.
- Gina- noted that it is a nationwide concern and more psychologists and nurse practitioners are being used as viable options to meet the patient's needs.
- Matthew-updated that BHS has increased their efforts, using four recruiting agencies, and is currently searching and conducting interviews. A full time psychiatrist has been hired for East County and will start next week, Dr. Terry. There is another candidate, Dr. Barnes, who is currently under review and it is hoped that he will be able to start in April. Tele-psychiatry will be used, to extend services for patients, as an interim plan, until more psychiatrists are hired. Group therapy models, is another idea being considered to provide services to patients in a timely manner. Another strategy that BHS is considering is to requests volunteers, to cover clinics that are short staffed, to divert resources from one area of the County to another, until more positions are filled. Lastly, the "Loan Forgiveness Program," setting aside \$300,000 to assist graduating psychiatrists with the educational debt, for recruitment and retention employment purposes and there are potential candidates considering employment with the county. These are the strategies that BHS is currently working on to help resolve issues.
- CCHS Director, Anna Roth, suggested that Dr. Shaw is invited to update the Commission regarding the recruitment of psychiatrists. Tele-appointments are currently being used in primary care. The appointments are user friendly for patients, giving patients timely access to health care. The future will be to create virtual appointments where patients are given services, in their own homes, making it more convenient for patients.
- Chair- suggested looking into various ways to incentivize part-time psychiatrists, to become full time. Would like to regularly review a BHS report on the status of all psychiatry and mental health clinicians' positions, including newly or soon to be vacated positions. Would also like a report updating the Commission on how the Loan Forgiveness Program is being utilized. The Commission will participate, with the hiring team, to interview candidates for the Medical Mental Health Director position. Regarding personnel policy procedures, the Commission would like to urge the Board of Supervisors to review certain hiring policies and consider a reconstruction of certain processes, to facilitate the hiring process in a timelier manner.
- Adam- stated that the government hiring process is designed to be fair and equitable, not fast, there are civil service rules that government offices needs to adhere to
- Chair- Continuing on with the report- the next issue was how to relieve the impacted Psych Emergency Services (PES). The Chair read the data provided in a report, from 2016, to the attendees. Matthew Luu clarified that there has been vast improvements made at PES, since the collection of the data, almost two years ago. A request will be made for Dr. White to provide current data in May. Another question made was if the new electronic health record (EHR) system provides the ability to increase the flow of follow up information, from PES to treatment facilities. Matthew informed that the EHR is in the process of expanding and the goal is to be one record, for each patient.
- Another concern is Psych Emergency Services for children, which still need to be addressed. There is a critical need to separate the children from adult patients, into a child friendly area and improve the family consultation and waiting areas. Chair read the response from Dr. White, stating that proposals for a redesign of the areas need to be requested. The Commission will need to make the request to the Board of Supervisors to make the changes. The expansion of mobile services is intended to decrease the impact at PES. The Mental Health Evaluation Team (MHET) is coordinating responsiveness with three county police departments. Additional data requested- what are the numbers related to the children's mobile crisis response team? How many visits per month, what is the number of diversions from PES? The same request was requested for the adult services mobile crisis response team.
- The discussion will continue on to the next full commission meeting

<p>VIII. DISCUSS the status of committee membership and VOTE to approve assignments, Adam Down, MH Project Manager</p> <ul style="list-style-type: none"> • Chair- states that the Commission has held meetings in South and West County and would like there to be a Commission meeting in East County • Commissioners discussed various possibilities and scenarios, including traffic, transportation and spring break/school issues. Bay Point (Ambrose Center) or in Pittsburg maybe a consideration for a location and return to South County in San Ramon. • CCHS Director, Anna Roth, suggested to tour the region and obtain information before making changes • Sam- suggested not changing meeting dates or times because it will confuse the public and the meetings will have a low attendance. • Sam- suggested looking at other options for scheduling Commission meetings that might be more suitable- maybe the second or third Wednesday of the month? • Chair- will consider agenda suggestions • Public- People set aside the day and time, each month, to attend the meetings and when the schedule deviates from the regular day and time, it throws everybody off and confuses everyone • Adam suggests planning for May or June, because it takes time to reserve a location and to put together, instead of April, to allow time for planning. Will discuss with EA to research options and scheduling. Also suggested finalizing the options to be considered at the next Executive meeting on March 27, 2018 • Diana suggested touring the new Children’s clinic in Antioch and looking into planning the meeting at the clinic, or a nearby location. If the meeting is planned far out in advance to be able to notify attendees with ample time and to consider changing the timing of the meeting, an earlier timeframe, during non-peak traffic hours. Sometime during the year, to allow enough time. April does not allow enough time for planning • Adam informed that there are only two active members on the Quality of Care Committee and need more volunteers. All Committee rosters need to be approved by the Mental Health Commission. The Executive Committee has already been seated by vote for 2018. Verifying selection of standing committees, accepting nominations and volunteers for vacant committee assignments, decide if the ad hoc MHC Bylaws Committee will continue. The Executive Committee consists of Barbara Serwin, Duane Chapman, Diana MaKieve, Mike Ward and Meghan Cullen. There is word that Meghan will not be continuing with the Commission, but the seat has not been formally vacated, and the seat cannot be changed until the seat has been vacated and approved by the Board of Supervisors. The Executive Committee has five members, but only three are active; still, three members must be present for a quorum. Barbara, Diana and Mike must be present at the Executive meeting in order to have a meeting. • The MHSA/Finance meeting has proposed new members for 2018- Lauren Rettagliata will continue on as the Chair, Doug Dunn will continue on as the Vice Chair, Sam Yoshioka will continue on as a member, and Leslie May has volunteered to become a new member, there is one vacancy on the Committee left, each Committee can have three to five members. • MOTION TO ACCEPT AND APPROVE THE NEW MEMBERSHIP FOR THE 2018 MHSA/FINANCE COMMITTEE- Diana MaKieve moved to motion, Gina Swirsding seconded the motion VOTE: 7-0-0 Doug Dunn, Mike Ward, Barbara Serwin, Diana, Gina, Sam Yoshioka and Leslie May ABSENT: Duane Chapman, Supervisor Diane Burgis, Meghan Cullen, Geri Stern, Patrick Field and Lauren Rettagliata • The Justice Systems Committee proposes the members for 2018 to be: Diana MaKieve, Gina Swirsding, Mike Ward and Geri Stern, leaving one vacancy on the Committee. MOTION TO ACCEPT AND APPROVE THE NEW MEMBERSHIP FOR THE 2018 JUSTICE SYSTEMS COMMITTEE- Doug Dunn moved to motion, Gina Swirsding seconded the motion VOTE: 7-0-0 Doug Dunn, Mike Ward, Barbara Serwin, Diana, Gina, Sam Yoshioka and Leslie May ABSENT: Duane Chapman, Supervisor Diane Burgis, Meghan Cullen, Geri Stern, Patrick Field and Lauren Rettagliata • The Quality of Care Committee has selected the 2018 members to be- Barbara Serwin 	<p>*due to the increase in cancelling meetings due to a lack of quorum, Adam will inquire regarding adding the amendment to the MHC Bylaws to include the Executive Committee members, to be accounted for Committee members, in case a quorum is not met by the members present</p>
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<p>to continue on as the Chair of the Committee, Gina Swirsding and Leslie May volunteered to become a new member, leaving two vacancies on the Committee, the quorum will be two members required for a meeting, moving forward, until new members volunteer to be added.</p> <p>MOTION TO ACCEPT AND APPROVE THE NEW MEMBERSHIP FOR THE 2018 Quality of Care COMMITTEE- Doug Dunn moved to motion, Gina Swirsding seconded the motion VOTE: 7-0-0 Doug Dunn, Mike Ward, Barbara Serwin, Diana, Gina, Sam Yoshioka and Leslie May ABSENT: Duane Chapman, Supervisor Diane Burgis, Meghan Cullen, Geri Stern, Patrick Field and Lauren Rettagliata</p> <ul style="list-style-type: none"> • Adam recommends, disbanding the “ad hoc” Bylaws Committee, and changing it to a “Task Force,” so that it is not subject to the Brown Act. This will give more flexibility to the meetings and will allow the members to complete the task of amending the Bylaws and will no longer be a public meeting. • MOTION TO RECONSTITUTE THE AD HOC BYLAWS COMMITTEE, AS NOW A TASK FORCE, WITH THE EXISTING MEMBERS OF SAM YOSHIOKA, GINA SWIRSDING AND LESLIE MAY. Barbara Serwin will intermittently join the task force, as needed. Doug Dunn moved to motion, Gina Swirsding seconded the motion VOTE: 7-0-0 Doug Dunn, Mike Ward, Barbara Serwin, Diana, Gina, Sam Yoshioka and Leslie May ABSENT: Duane Chapman, Supervisor Diane Burgis, Meghan Cullen, Geri Stern, Patrick Field and Lauren Rettagliata • MOTION TO INCORPORATE THE PREVIOUSLY APPROVED QUORUM AMENDMENT TO THE MENTAL HEALTH COMMISSION’S BYLAWS, AS SOON AS POSSIBLE AND FORWARD TO THE BOARD OF SUPERVISORS FOR APPROVAL OF THE AMENDMENT Doug Dunn moved to motion, Diana MaKieve seconded the motion VOTE: 7-0-0 Doug Dunn, Mike Ward, Barbara Serwin, Diana, Gina, Sam Yoshioka and Leslie May ABSENT: Duane Chapman, Supervisor Diane Burgis, Meghan Cullen, Geri Stern, Patrick Field and Lauren Rettagliata 	
<p>IX. RECEIVE Commission liaison reports and special meeting reports:</p> <ol style="list-style-type: none"> 1) AOT Workshop meeting – Douglas Dunn 2) AOD Advisory Board – Sam Yoshioka 3) CPAW General Meeting – Douglas Dunn 4) Children’s Committee – Gina Swirsding 5) Council on Housing Committee –TBD 6) Detention Rapid Improvement Read Out – Barbara Serwin 	<p>* Forwarded to the next Commission meeting</p>
<p>X. Adjourn Meeting @6:51pm</p>	

FINAL MINUTES APPROVED ON 4/4/18