

CONSOLIDATED PLANNING ADVISORY WORK GROUP (CPAW)

Thursday ♦ May 7, 2009

MINUTES

1. **Introductions/Agenda/Outcomes/Conflict of Interest**

Facilitator Julie Freestone called the meeting to order at 4:05. Attendees introduced themselves. Those present included: Laura Balon-Keleti, PEI Planner Evaluator; Sherry Bradley, MHSA Program Manager; Charles Brigham (Phone); David Carrillo, MHA; Dianna Collier; Brenda Crawford, MHCC; Courtney Cummings (Phone), Native American Health Center; Cyndi Downing, MHA; Julie Freestone, Facilitator; Steven Grolnic-McClurg, Rubicon; Molly Hamaker, The Clubhouse; Peggy Harris, MHCSS; John Hollender, MH Vocational Services; Debra Jones; Beatrice Lee; Tracy Love (Phone); Mariana Moore, Human Services Alliance; Ryan Nestman, Consumer; Teresa Pasquini, Mental Health Commission; Annis Pereyra, Mental Health Commission; Elvita Sarlis, MHA; Karen Shuler, Recording Secretary; Connie Steers, Patients' Rights; Suzanne Tavano, MHA; Veronica Vale, Family Steering Committee; Donna Wigand, MHA

- Agenda/Outcomes/Conflict of Interest: There was discussion on adding Approval of the Minutes to the Agenda. Approving the Minutes from April 2nd as well as May 7th will be added to the next Agenda. In terms of outcomes for today's meeting, it is hoped that CPAW will reach agreement on goals. Julie also mentioned that attendees could either declare a conflict of interest on an item now, or wait until the item was coming up for discussion.

Assignments:

WHO	WHAT	WHEN
Sherry	Distribute all materials and minutes ahead of the meeting to CPAW members.	Each Month, 5-7 days prior to the meeting
Sherry	Solicit members for the Innovation Plan Workgroup & schedule first meeting	Prior to the June 4 meeting
Sherry	Assemble Goals Workgroup to review CPAW input into the goals development	Prior to the June 4 meeting
Julie/Sherry	Add to future agendas: items for review/approval of the minutes of prior meeting. Members to provide input on changes PRIOR to the meeting.	For all future agendas.

2. **Charter/Goals** The Goals Work Group task was recapped. The CPAW Goals Work Group Recommendations for Goals were presented:

- Goal #1 – Create a Community Vision by August 2009
 - Action: Create a subgroup that will identify ideas to frame a community vision.***
 - Needs to be countywide
 - Process should be transparent and consumer/family driven
 - It would be a vision for transforming the system
 - It would describe the outcome of the whole process

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- A CPAW shared vision will help get across the message/start the sharing process
- Requires a mixture of stakeholders; some new, some old
- Goal #2 – Develop an Innovation Project Plan & Establish Process for Same
Action: Create Innovation Subgroup to develop/frame the Innovation planning process, including ideas for Innovative Projects.
- Goal #3 – Establish Age-Focused Task Force structure as subgroups to CPAW in order to provide ongoing planning for the MHSA program components, and establish a charter and/or charge for each of the Task Forces.
Action: Members of CPAW self-identify to participate in various task forces prior to June 30, 2009.
 - Ages are in silos and there should be a way to have the older adults mentor the children.
 - Task forces could be broadened to include topical issues (housing, etc.)
 - Linking adult/TAY together is an issue.
 - CPAW would hear reports and link the age groups, possibly allowing for overlap.
- Goal #4 – Link CPAW and the Mental Health Commission as a process goal.
- Goal #5 – Use facilitators who have specific mental health or community experience as a strategy to give each of the Task Forces group ownership, and to assist the Task Forces in determining the parameters of who should be included, with broad representation from all stakeholder groups.
- Goal #6 – Commence the Planning Process for FY 09/10.
- Goal #7 – Implement the above-noted goals within a six-month time frame (by November 2009).

The timetable handout was then distributed and discussed. Subsequent that, small discussion groups were formed and requested to report back to the larger group, responding to the following questions:

1. Are the goals consistent with the mission/purpose?
(CPAW Mission/Purpose: to assist CCMH with integrated planning as well as to increase the transparency of CCMH MHSA efforts.)
2. How doable are they?
3. Is anything critical missing?
4. How do the goals and timetable align?

Action: Agree on goals to be added to Charter

Action: Identify next steps/Future Agenda items

Reports from the breakout groups were used to develop the input to the Goals Committee, who will meet again to review the group input and come up with a second round of recommendations.

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3. MHSA Component Plans

- **Innovation Plan:** Copies of a powerpoint presentation on the MHSA Innovation Component were distributed. The following items were covered:
 - Review of definitions/terms/requirements
 - Overview of timeline
 - Describe possible change to Work Group

It was clarified that the allocation for Innovation for the two-year period FY 08/09 & FY 09/10 is \$3.2 million dollars. Contra Costa County has been approved to receive \$404,000 for the current fiscal year for the planning process, and \$404,000 for 2010.

Donna spoke about Prop1E, explaining that CSS and PEI would be protected, but the Innovation component could be affected. She added the CMHDA (California Mental Health Director Association) is asking that State DMH look at the State MHSA administration dollars first before touching money for programs. In response to a question about the prudent reserve, it was explained it was only for CSS.

Action: *Approved formation of an Innovation Plan Work Group
There was consensus to form a workgroup.*

Action: *Solicit members*

- **Community Services and Support Plan:** The Public Hearing was held on April 29, 2009. Public comments will be summarized and analyzed, and once revisions are made, the Plan has to be recirculated so everyone knows the changes were made. The summary and analysis will state if the item could or could not be done, and if not, why.

The FY 09/10 Plan Update will be reviewed by CPAW.

Action -- *none required.*

- **Capital Facilities & Technology Needs Plan:** The Capital Facilities & Technology Needs Component Proposal (Letter of Intent) was presented at a Public Hearing in January 2009. The State has approved the component proposal. The component proposal must be on file and approved prior to submission of either a Capital Facility Project Proposal or an Information Technology Project Proposal. Neither project proposal has been completed yet. There was an objection to having a PHF (Psychiatric Health Facility) at Allen Street. Donna spoke about the part of MHSA that can be used for MHSA capital facilities and said the proposals need to be taken to the community as well as the MHC and expand discussion.

A request was made to get materials, including Minutes, in advance in order to be prepared to give comments. Both sets of Minutes will be available next month.

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4. Public Comment

None.

5. Wrap up and Evaluation

An evaluation form was distributed.

A consensus was reached on CPAW meeting twice a month for the next 2-3 months, then go back to meeting 1 time a month.

Donna complimented Julie on the job she did as facilitator.

The meeting adjourned at 6 p.m.

Respectfully submitted,
Karen Shuler, Recording Secretary