

VENTURA COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

EXECUTIVE COMMITTEE MEETING

MINUTES ■ JUNE 9, 2014

Present

Karyn Bates, BHAB
 Janis Gardner, BHAB
 Jerry Harris, BHAB
 David Holmboe, Chair
 Irene Mellick, BHAB
 Kiran Sahota, BHAB
 Carol Thomas, Second Vice-Chair
 Sandra Wolfe, BHAB

VCBH Staff Present

Kim Graves, Behavioral Health Administrator
 Meloney Roy, LCSW, Director
 Nancy Tillie, BH Fiscal Manager
 Anna Ware, MA, BHAB

Guests

Ratan Bhavnani, NAMI
 Liz Warren, Client Network

**NEXT MEETING: MON. July 14, 2014
 1:00 p.m. – 3:00 p.m.**

Ventura County Behavioral Health, Conf. Room C
 1911 Williams Dr., Suite 200, Oxnard CA 93036

Note: The committee has not yet approved these minutes. There may be corrections before the minutes are accepted in final form.

	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ACTIONS	RESPONSIBLE
I. Call to Order			
	The Chair called the meeting to order at 1:08 PM	The meeting was called to order.	
II. Approval of the Agenda (Action)			
	The agenda of June 9, 2014 was approved as written.	The agenda was approved. M/S/C	
III. Approval of the May 12, 2014 Minutes (Action)			
	The minutes were approved as written.	The minutes were approved. M/S/C	
IV. Welcome and Introductions			
	Introductions were completed around the table.	Information.	
V. Chair Announcements			
	A. Mr. Holmboe announced increased department outreach to engage underserved residents located in Oxnard, Santa Paula and Fillmore. B. Mr. Hombae announced that the board will have a role in the review and recommendation of candidate's to the Board of Supervisors (BOS) for the BHD Director position.	Information.	
VI. Public Comments			
	A. None.	Information.	
VII. BHD Budget—Discussion			
	A. Budget Forecast FY 2013-14. Ms. Graves and Ms. Tillie distributed and discussed summary financial projections and variances to budget for both MLS and MHSA for FY 2013-2014. There was discussion of the complexity of revenue forecasts and uncertainty inherent in the MHSA funding levels and calculations from the State—even for the current FY 2013-14. It was reported that, overall, MH services are trending positively and the department hopes to end the year better than budgeted on the bottom line. <ol style="list-style-type: none"> 1. The committee discussed fiscal strategies and program services to address community needs. 2. The committee requested a similar presentation for ADP and DUI for the next meeting. 	Information.	
VIII. New Business			
	A. MH Information Form—Discussion Mr. Holmboe introduced the Mental Health Information form developed for use at the jail to provide information on mental health treatment providers and medications accessed by inmates prior to custody for continuity of care. EC	Information.	

	<p>members agreed that a similar form could be useful for family members at the IPU. Ms. Mellick and the Continuum of Care committee will develop a draft form for review and discussion at an upcoming meeting. IPU staff will be invited to participate in the discussion.</p> <p>B. Board Communication Protocols Mr. Holmboe reminded members that as individuals in the community they are not empowered to speak on behalf of the board unless authorized by vote. Mr. Holmboe advised that documents and letters developed in committee be submitted to the EC or the full board for review and approval prior to public distribution to ensure that the documents are aligned with the BHAB goals.</p> <p>C. BHAB Workgroups: Data Notebook/Laura's Law Mr. Homboc announced that several workgroups have been established to review needs and services in collaboration with BHD staff.</p> <ol style="list-style-type: none"> 1. The 2014 Data Notebook committee will present the completed submission to the board for review and approval at an upcoming meeting. 2. The Laura's Law workgroup is gathering data to educate the committee on the law and implementation efforts in other counties. Stakeholders and partner agencies will be invited to participate in the discussions. <p>D. Client Social Skills Training Mr. Holmboe discussed a presentation offered at the May Is Mental Health Month conference on social skills training for clients as a treatment support. Ms. Roy announced that the adult division would be leading a CBT Training for clients diagnosed with schizophrenia or thought disorders to assist in the development of social skills for improved communication. Adults diagnosed with serious and persistent mental illness (SPMI) treated in Oxnard will be the first to participate, if successful the project will be expanded to other areas.</p>		
IX.	Old Business		
	<p>A. Brochure Update—Discussion A photographer from Idea Engineering will be present at the June General Meeting to take photos for the BHAB website and brochure. The EC suggested soliciting quotes from board members for the brochure in response to the following questions: "Why did you choose to join the board?" "Why should consumers, family members and stakeholders join the board?" "Why is the board important within the community?" "What keeps you coming back?"</p> <p>B. Solicit Nominees for BHAB Recognition Friday Night Live Youth and Adult Mentors to be recognized at the June GM.</p>	Information.	
X.	Solicit June General Meeting Agenda Items		
	The General Meeting Agenda was prepared.	Information.	
XI.	Events and Announcements		
	None.	Information.	
XII.	Adjourn		
	The meeting adjourned at 3:10 PM.	Next meeting: July 14, 2014.	