

VENTURA COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

EXECUTIVE COMMITTEE MEETING

MINUTES ■ SEPTEMBER 8, 2014

Present

David Holmboe, Chair
 Karyn Bates, BHAB
 Janis Gardner, BHAB
 Jerry Harris, BHAB
 Kiran Sahota, BHAB

VCBH Staff Present

Kim Graves, Behavioral Health Administrator
 Nancy Tillie, BH Fiscal Manager
 Patrick Zarate, Division Manager ADP/DUI Programs

Guests

Ratan Bhavnani, NAMI
 Patricia Ebner, RI
 Beverly Weatherford, HCA

**NEXT MEETING: Monday, October 13, 2014
 1:00 p.m. – 3:00 p.m.**

Ventura County Behavioral Health Administration
 Lake Cachuma Conference Room
 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 1:05 PM	The meeting was called to order.	
II. Approval of the Agenda (Action)			
	The agenda of September 8, 2014 meeting was approved as written.	The agenda was approved. M/S/C	
III. Approval of the August 11, 2014 Minutes (Action)			
	The minutes were approved as presented.	The minutes were approved as presented. M/S/C	
IV. Welcome and Introductions			
	Introductions were completed around the table.	Information.	
V. Chair Announcements			
	A. Mr. Holmboe announced the resignation of Patrick Kelley from the board with regret. B. Mr. Holmboe announced that recruitment efforts are underway to identify, interview and appoint candidates to fill vacancies on the board. C. Mr. Holmboe discussed guidelines for member appointments to board committees and workgroups. D. Mr. Holmboe announced that he and Ms. Gardner will represent the BHAB on the CLC.	Information.	
VI. Public Comments			
	A. Mr. Harris commented that he disagreed with the process used to identify and appoint board members to sit on various committees and workgroups.	Information.	
VII. BHD Financial—Discussion			
	A. Overview of the MHSA Components FY 2013-14 Ms. Tillie provided a brief overview of the MHSA FY 2013-14 financials by component. <ol style="list-style-type: none"> 1. The overall strategies for expense reductions were successful by \$9 million dollars. 2. MHSA fund allocations paid out by the state were \$2.6 million less than had been projected. Funding projections for Short-Doyle Medi-Cal revenues were over estimated by \$2.1 million dollars. 3. Prior year Medi-Cal revenues of \$3.5 million received in FY 2013-14 reduced the use of unspent funds to \$394,000 from the projected \$1 million. 4. Budgeted expense increases in FY 2014-15 include the Triage Grant and the SELPA program expansion funded by the Ventura County Office of Education. 5. Committee members discussed fund allocations and projections. 	Information.	

VIII.	New Business		
	<p>A. Review of Board Goals Mr. Holmboe requested that the committee chairs plan to complete one or two site visits and return to the board with a brief summary of their impressions. A new form and protocol approved by the board was sent to the committee chairs to guide the site visit process.</p> <p>B. IPU Kaizen Outcomes—Discussion Mr. Holmboe announced that he had participated in a process improvement project undertaken by the CEO's office to review services and procedures in place at the In Patient Unit. Mr. Holmboe announced that the presentation documenting the outcomes of the project would be forwarded to the BHAB members for their information.</p>	Information.	
IX.	Old Business		
	<p>A. Make Up Board Member Training Mr. Holmboe announced a new board member training session will be held on October 20, 2014 from 10:30-12:30 at BHD Admin for members who missed the February training.</p> <p>B. Develop Quotes for the BHAB Brochure A worksheet to develop quotes was distributed and reviewed for suggested edits. The approved form will be distributed electronically to board members with a request for submissions.</p> <p>C. General Meeting Planning</p> <ol style="list-style-type: none"> 1) Solicit September Agenda Items The meeting agenda was prepared. 2) Recognition Awards—October Nominees for recognition were solicited. 3) Presentations—October The IPU Quarterly Report will be presented at the October board meeting. The Alcohol & Drug Division will provide an educational presentation on Marijuana Use & Trends in November. 	Information.	
X.	Events and Announcements		
	<p>A. Mr. Holmboe announced that the BOS will proclaim September Recovery Month in Ventura County on September 9, 2014 at 10:00 AM. All board members are welcome to attend the meeting.</p>	Information.	
XI.	Adjourn		
		Information.	
	The meeting adjourned at 2:54 PM.	Next meeting: October 13, 2014.	