

**VENTURA COUNTY BEHAVIORAL HEALTH ADVISORY BOARD  
EXECUTIVE COMMITTEE MEETING  
MINUTES ■ JULY 13, 2015**

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| <p><b><u>Members Present</u></b><br/> <b>Janis Gardner</b>, BHAB Chair<br/> <b>Jerry Harris</b>, BHAB<br/> <b>Nancy Borchard</b>, BHAB<br/> <b>Lorenzo Moraz</b>, BHAB<br/> <b>Karyn Bates</b>, BHAB<br/> <b>Larry Hicks</b>, BHAB</p> <p><b><u>VCBH Staff Present</u></b><br/> <b>Kim Graves</b><br/> <b>Tina Coates</b><br/> <b>Gloria Cloud Vega</b>, Admin. Assist.</p> | <p><b><u>Guests</u></b><br/> <b>Joan Wiggins</b>, NAMI<br/> <b>Sonna Gray</b>, NAMI<br/> <b>Gane Brooking</b><br/> <b>Roberta Griego</b><br/> <b>Cynthia Torres</b></p> <p><b>NEXT MEETING: Monday, August 10, 2015<br/>1:00 PM – 3:00 PM</b></p> <p>Ventura County Behavioral Health Administration<br/> Lake Cachuma Conference Room<br/> 1911 Williams Dr., Suite 200, Oxnard CA 93036</p> |
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*Note: The committee has not yet approved these minutes. There may be corrections before the minutes are accepted in final form.*

|      | DISCUSSION/CONCLUSIONS   | ACTIONS   | RESPONSIBLE |
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| I.   | <b>Call to Order</b><br>Ms. Gardner called the meeting to order at 1:03 PM.  |   |             |
| II.  | <b>Approval of the Agenda (Action)</b><br>The July 13, 2015, meeting agenda was approved.  | The agenda was approved. <b>M/S/C</b>                       |             |
| III. | <b>Approval of the Minutes (Action)</b><br>With correction of the date from May 15 to May 11, the May 11, 2015, BHAB Executive Committee Minutes were approved.  | The minutes were approved w/date correction. <b>M/S/C</b> . |             |
| IV.  | <b>Approval of the Agenda (Action)</b><br>The June 8, 2015 Agenda was approved. This was previously not approved due to a lack of quorum.  | The agenda was approved. <b>M/S/C</b>                       |             |
| V.   | <b>Approval of the Minutes (Action)</b><br>The Executive Board requested that the June 8, 2015 Minutes be re-written due to insufficient information.  | The 6/8/15 Minutes were <b>not</b> approved.                |             |
| IV.  | <b>Welcome and Introductions</b><br>Introductions were completed around the table.   | Information   |             |
| V.   | <b>Chair Announcements - 10 mins.</b><br>A. <b>Laura's Law Recommendations</b> - Ms. Gardner announced that a first draft of Laura's Law recommendations will be going to Ventura County Behavioral Health Department within the next few days. The recommendation has been submitted to the Behavioral Health Department. Then it will go to County Council, then back to the BHAB for approval before being sent to the Board of Supervisors.<br>B. <b>CLC Workgroups</b> - Ms. Gardner stated that every member of the Community Leadership Committee (CLC) will join at least one committee. She announced that interested people may contact Kiran Sahota for the application and process.<br>a) <b>Program Planning Workgroup</b> will determine if MSHA funded VCBH programs are fulfilling the scope, policy and direction for which they were intended;<br>b) <b>Program Review (Evaluation) Workgroup</b> will assess if individual MSHA funded VCBH programs are providing service rates, data and outcomes expected.<br>C. <b>Childrens Crises Stabilization Unit</b> - Behavioral Health Director, Elaine Crandall explained that this program will be housed in the old Pacific Shores Hospital location in North Oxnard. The facility purchase is currently in escrow, but expected to close soon. The facility | Information   |             |

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|             | <p>has the capacity of approximately 30 beds. The CSU will be designed to offer four (4), 23-hour beds and the emphasis will be on treatment versus placement.</p> <p>D. <b>Alcohol and Drug Programs</b> - Ms. Gardner explained that as of June 2015, Alcohol and Drug Programs will be on the BHAB agendas each month to provide a program update to the BHAB. Mr. Harris suggested that a presentation be given on how Alcohol and Drug and Mental Health work together. Ms. Gardner suggested Dr. Celia Woods give a presentation to the BHAB on this subject sometime in the future.</p> <p>E. <b>BHAB Bylaws</b> - Ms. Gardner announced with an emphasis on transparency, all the changes recommended by the Bylaws Workgroup is clearly shown by the "red line" version that is presented today. More discussion will be held at the BHAB General Meeting on 7/20/15 where the recommended changes will be presented for final approval.</p> <p>F. <b>National Minority Mental Health Awareness Month</b> Ms. Gardner announced that July is Minority Mental Health Awareness Month. Director Elaine Crandall explained that cultural issues are a major factor in how VCBH treats clients and we need to leverage these dollars where they will be used most effectively.</p>   |  |  |
| <b>VI.</b>  | <b>Public Comments - 3 mins. per speaker</b>  |  |  |
|             | Tina Coates, Ventura County Patient Rights Advocate, presented an overview of projects she is involved in on behalf of Behavioral Health clients. Tina will expand on her presentation at the BHAB General Meeting 7/20/15.   | Information.   |  |
| <b>VII.</b> | <b>New Business - 30 mins.</b>  |  |  |
|             | <p>A. <b>Solicit Recognition Award at BHAB General Meeting</b> - Ms. Gardner explained that due to staffing limitations, no awards will be presented in July at the BHAB General Meeting 7/20/15. They will resume in August 2015.</p> <p>B. <b>Public Guardian MOUs</b> - Kim Graves explained that while VCBH has no contract with (HSA) Public Guardian's office, VCBH does support the program via a Memo of Understanding (MOU) where VCBH agrees to offset some of the Public Guardian's departmental costs with VCBH contributing an agreed amount annually.</p> <p>C. <b>BHAB Proposed Budget Committee - ACTION</b> -There was discussion among the members and VCBH staff regarding eliminating the separate Budget Committee section in the Bylaws, as BHAB Exec. Committee is kept up to date quarterly with VCBH budget reports from the Fiscal Department. The motion was made and seconded, that BHAB do a Reversal of Motion in the Bylaws, that established a separate Budget Committee and to submit this motion to the BHAB General Committee for approval.</p> <p>D. <b>BHAB Bylaws Workgroup - ACTION</b> The "red-lined" tracking version of the Bylaws was discussed by the Executive BHAB Committee. Roberta Griego, former Clerk of the Board, stated that the criteria mentioned in Article III-MEMBERSHIP, was very difficult if not impossible for county officials to track and validate. It was suggested that the BHAB Membership Roster be included as well as the relationship category of members, whether Family Member, Consumer, etc. and terms each member is serving.</p> <p>As a result of this discussion, Article III MEMBERSHIP, C.1, a motion was made to omit the specific number of members and to just leave the percentages. Paragraph would read, "C. 1) Fifty percent (50%) or more should be consumers or the parent, spouse, sibling, or adult children of consumers who are receiving; or have received mental health services. Of the fifty percent (50%), twenty (20%) shall be consumers and twenty (20%) shall be family members".</p> | <p>Information.</p> <p>Information</p> <p><b>Motion M/S/C</b></p> <p><b>Motion M/S/C</b></p> |  |
| <b>IX.</b>  | <b>Old Business - 10 mins.</b>  |  |  |
|             | <p>A. General Meeting Planning</p> <p>1. Solicit August Agenda Items</p>  | Information.   |  |
| <b>X.</b>   | <b>Events and Announcements - 10 mins.</b>  |  |  |
|             | <p>A. Ms. Gardner reminded the Committee of the Mixteco "Night in Oaxaca" on August 15, 2015, from 6-9pm at the Oxnard Performing Arts Center, located at 800 Hobson Way, Oxnard.</p> <p>B. Mr. Harris inquired about the status of the Equity and Access Workgroup that was held May 21, 2015. No information has been received by the workgroup since that date. Director Crandall will research and advise.</p>  | Information.   |  |
| <b>XI.</b>  | <b>Adjourn</b>  |  |  |
|             | The meeting adjourned at 3:04 PM. <b>Next BHAB Executive Meeting: August 10, 2015</b>   |  |  |