

BEHAVIORAL HEALTH ADVISORY BOARD
EXECUTIVE COMMITTEE
MINUTES ■ Monday, February 13, 2017

<p><u>Board Officers Present</u> Janis Gardner, Chair Jerry Harris, 2nd Vice Chair</p> <p><u>Others Present</u> Karyn Bates, BHAB Ratan Bhavnani, BHAB Gane Brooking, BHAB Patricia Mowlavi, BHAB</p>	<p><u>VCBH Staff Present</u> Patrick Zarate, COO and ADP Manager Edith Pham, BHAB Assistant</p> <p>NEXT MEETING: Monday, March 13, 2017, 1:00 – 3:00 p.m.</p> <p>Ventura County Behavioral Health 1911 Williams Drive, Training Room (first floor), Oxnard</p>
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Note: The committee has not yet approved these minutes. There may be additions/deletions or corrections before the minutes are accepted in final form.

	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ ACTIONS	RESPONSIBLE
I.	Call to Order Chair Gardner called the meeting to order at 1:05.		
II.	Approval of the Agenda Ms. Gardner noted a lack of quorum to review and approve today’s agenda.	The agenda was not voted on.	
III.	Approval of the Minutes Ms. Gardner noted a lack of quorum to review and approve the minutes of the November 14, 2016 and January 9, 2017 meetings. No vote took place.	The minutes were not voted on.	
IV.	Welcome and Introductions Ms. Gardner welcomed everyone and asked for introductions.		
V.	Chair Announcements A. Public Comments cards need to be turned in to the Chair or the BHAB Assistant prior to the meetings being called to order. Public comments on a subject that is not on the agenda should be presented during the Public Comments portion of the meeting. Public comments addressing specific agenda items should have the agenda item number listed on the public comment card and presented during that item’s discussion. B. The Mapping Marijuana Conference was held on February 2 nd . It was well attended and very successful. C. The Children’s Crisis Stabilization Unit, housed in the David Holmboe Center, opened in December in Oxnard. The ribbon-cutting ceremony took place on January 26 th . D. The Assist program (Laura’s Law) is now being implemented. Ratan Bhavnani and Mary Haffner, co-Chairs of an implementation workgroup, have agreed to provide regular updates to the BHAB. E. Director Crandall is out of the office for the next two weeks.	Information	
VI.	Public Comments None.		
VII.	Recognition Awards At the February 27 th General Meeting the BHAB will recognize Supervisor Zaragoza and the CIT Officer of the Year. Ms. Gardner noted that she was asked to also recognize the deputies who were in the running for the CIT Officer of the Year. A discussion took place regarding the amount of time this would take. A suggestion was made to call up all officers in the running for CIT Officer of the Year Award, then announce the winner. It was also suggested that, for efficiency’s sake, Mark Stadler read the names and Ms. Gardner hand out the recognitions.		

	A discussion took place regarding the time management at the General Meetings. Jerry Harris recommended keeping all presentations within their allotted time so that the Board has sufficient time to conduct business.		
VIII.	Board Members Comments and Announcements None.		
IX.	Director's Updates In Director Crandall's absence, Patrick Zarate shared some information. A. The goal of the Mapping Marijuana Conference on January 26 th was to inform and educate those in the community who deal with marijuana in their jobs. Several speakers shared their views, including a cannabis grower from Northern California. B. Mr. Zarate briefly discussed an article that was published in that day's Ventura County Star regarding the use of heroin by millennials. C. Mr. Zarate gave some information and answered questions about the use of prescription and illegal drugs and new treatment strategies, e.g. Vivitrol. He agreed to give a report on this issue at this month's General Meeting.	Give a report on drug abuse at the General Meeting	P. Zarate
X.	New Business A. Presentation: Children's Division and David Holmboe Center Pete Pringle, Youth & Family Division Chief, was scheduled to present at the General Meeting. However, he is preparing for two audits and requested to postpone the presentation. He is available to present in March or April. B. Presentation: Innovation – Rapid Assessment of Foster Care Children This presentation at the General Meeting will open the 30-day public comment period. This is an action item; the actual document that the BHAB will vote on will be sent out prior to the General Meeting. C. Future Recognition Awards Ms. Gardner noted that Carol Thomas and Dan Hicks will be recognized in March, and Sandra Nelles, VCBH retiring Contracts Manager, in April or May. D. Letter to the Board of Supervisors regarding BHAB Annual Report Ms. Gardner distributed the draft cover letter that will accompany the copies of the Annual Report to each Supervisor. Mr. Harris felt that, since this is a cover letter, Ms. Gardner could send it without having the Board members vote on it. E. Amendment to By-Laws It was suggested to Ms. Gardner to add a Member Emeritus to the Executive Board. This position would be filled by the outgoing Chair to provide continuity and share his/her knowledge. Members agreed to the idea, but the question was raised as to whether it is legal for that person to have a vote. Ms. Gardner noted that County Counsel will be consulted. Karyn Bates showed copies of the California Association of Local Mental Health Boards and Commissions' Bylaws, which includes a Member Emeritus position. F. Special election for Officer Positions: Interim 1 st and 2 nd Vice Chairs. Ms. Gardner noted that Mr. Harris is interested in the Interim 1 st Vice Chair position (currently vacant), and Ms. Bates in the Interim 2 nd Vice Chair.		
XI.	Old Business A. Data Notebook – Karyn Bates This year's survey focuses on youth and TAY. It is due at the end of March but will not be completed until sometime in April because VCBH staff are busy preparing for three audits. A Data Notebook meeting with Ms. Gardner, Ms. Bates and Vickie Bucy of ADP took place earlier. The next one will be on March 13.		

XII.	Events and Announcements None.		
XIII.	Develop agenda for the February General Meeting Mr. Harris proposed to review the objectives that were set for year. A discussion took place, and it was agreed to add this on the agenda, under New Business. <ol style="list-style-type: none"> I. <i>Call to Order</i> II. <i>Approval of the Agenda - ACTION</i> III. <i>Approval of the January 23, 2017 Special Training and General Meetings - ACTION</i> IV. <i>Welcome and Introductions</i> V. <i>Recognition Awards: Supervisor Zaragoza and CIT Officer of the Year</i> VI. <i>Chair Announcements</i> VII. <i>Public Comments</i> VIII. <i>Board Members Comments and Announcements</i> IX. <i>Presentation: Children’s Division and David Holmboe Center (Children’s CSU) – Pete Pringle</i> X. <i>Presentation: Innovation – Rapid Assessment of Foster Care Children – Hilary Carson and Pete Pringle - ACTION</i> XI. <i>Director’s Report</i> XII. <i>Chief Operations Officer’s Updates</i> XIII. <i>New Business</i> <ol style="list-style-type: none"> A. <i>Letter to Board of Supervisors regarding BHAB Annual Report – ACTION</i> B. <i>Bylaws Amendment: New Position on Executive Committee (Member Emeritus)</i> C. <i>Special Election for Officer Positions: 1st and 2nd Vice Chair – ACTION</i> D. <i>Establish a Workgroup to Review BHAB Objectives</i> XIV. <i>Old Business</i> <ol style="list-style-type: none"> A. <i>Data Notebook – Karyn Bates</i> XV. <i>Contracts</i> XVI. <i>Adjourn</i> 		
XIV.	Adjourn The meeting adjourned at 2:15.		

Behavioral Health Advisory Board EXECUTIVE Meeting Attendance 2016-2017

Members	July	Aug	Sept	Oct	Nov	Dec DARK	Jan	Feb	Mar	Apr	May	June
Janis Gardner Chair	x	x	x	x	x		x	x				
Vacant 1 st Vice-Chair												
Jerry Harris 2 nd Vice Chair	x	x	x	x	x			x				
Nancy Borchard Secretary		x	x	x	x		x					
Vacant Member At Large												

Karyn Bates	x		x	x	x		x	x				
Ratan Bhavnani	x		x	x	x		x	x				
Gane Brooking	x		x	x	x		x	x				
Patricia Mowlavi	x	x	x				x	x				

Present = x

District 1	Supervisor Bennett
District 2	Supervisor Parks
District 3	Supervisor Long
District 4	Supervisor Foy
District 5	Supervisor Zaragoza