

BEHAVIORAL HEALTH ADVISORY BOARD  
**EXECUTIVE COMMITTEE**  
**MINUTES ■ Monday, August 14, 2017**

<p><b><u>BHAB Officers Present</u></b>          Jerry Harris, Chair          Ratan Bhavnani, 2<sup>nd</sup> Vice Chair          Gane Brooking, Member-At-Large          Janis Gardner, Chair Emeritus</p> <p><b><u>Others Present</u></b>          N/A</p>	<p><b><u>VCBH Staff Present</u></b>          Elaine Crandall, Director          Terri Yanez, Administrative Division Chief          Edith Pham, BHAB Assistant</p> <p><b>NEXT MEETING:</b>  <b>Monday, September 11, 2017, 1:00 – 3:00 p.m.</b></p> <p>Ventura County Behavioral Health          1911 Williams Drive, Lake Cachuma Room (second 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.	<b>Call to Order</b> Chair Harris called the meeting to order at 1:05 p.m.		
II.	<b>Approval of the Agenda</b> Mr. Harris asked the Committee to review and approve today's agenda. Gane Brooking moved to approve, Ratan Bhavnani seconded. The motion passed unanimously.	The agenda was approved as written. <b>M/S/C</b>	
III.	<b>Approval of the Minutes</b> Mr. Harris asked the committee to review and approve the minutes of the July 10, 2017 meeting. Mr. Bhavnani moved to approve, Janis Gardner seconded. The motion passed unanimously.	The minutes were approved as written. <b>M/S/C</b>	
IV.	<b>Welcome and Introductions</b> Mr. Harris welcomed everyone. Introductions were not done as everyone knew each other.		
V.	<b>Chair Announcements</b> A. Mr. Harris will ask members of the Executive Committee to take turns presenting the recognition awards at future General Meetings. B. On August 26 during the NAMI California conference, Elaine Crandall will receive the Outstanding Mental Health Director award. Mr. Bhavnani will be the official representative for the BHAB.		
VI.	<b>Public Comments</b> None.		
VII.	<b>Board Members Comments and Announcements</b> A. Ms. Gardner noted that the August 12 edition of the Ventura County Star newspaper included an insert on opioid abuse in Ventura County. It is similar to the brochure that was distributed at the August General Meeting. B. Ms. Gardner noted that the Managed Care Workgroup will meet on August 21 <sup>st</sup> at 11:00 a.m. C. Ms. Brooking noted that The Arc, which serves people with developmental disabilities, will have an all-day meeting on August 21 <sup>st</sup> . She plans to attend.		
VIII.	<b>Director's Updates – Elaine Crandall</b> Some difficult decisions will need to be made as the fiscal health of the Department for the next few years will be affected by several factors, including:  A. The state's move to a managed care system. To prepare for this:	Information	

	<ol style="list-style-type: none"> <li>1. Gold Coast Health Plan has commissioned a California Lutheran University (CLU) professor to review the managed care system in four states. The results of this research will be most likely presented at the October General Meeting.</li> <li>2. VCBH is mapping the mental health services that are currently available through its clinics and programs.</li> <li>3. Ms. Crandall will request feedback from BHAB members at the next General board meeting regarding their ideas on which services they consider essential.</li> </ol> <p>B. The implementation of AB1299. This law, which is effective 7/1/17, transfers the financial responsibility for foster children who are placed out of county from the home county to the host county.</p> <p>C. A statewide increase in adult hospitalizations is expected as a new process is put in place. Locally, people placed on a 5150 hold go to local community hospitals; if the hospitals cannot discharge these clients to the Ventura County Inpatient Unit (IPU) or Outpatient Psychiatric Observation Services (OPOS), transfers are sought to out-of-county beds, which are the financial responsibility of VCBH.</p> <p>Three new Senior Behavioral Health Manager positions are being filled, along with two manager positions. Announcements are forthcoming.</p> <p>The MHSA Evaluation Workgroup will meet on August 31<sup>st</sup>.</p>		
IX.	<p><b>Secretary’s Report – Nancy Borchard</b> Ms. Borchard was not in attendance. Her report was deferred to the next Executive Committee meeting.</p>		
X.	<p><b>New Business</b></p> <p>A. Review and Evaluate the July 17, 2017 General Board Meeting to Identify Areas for Improvement A discussion took place regarding the new format of the General Meeting, especially the public comments. Ms. Crandall suggested that the Chair ask during the agenda review whether there will be public comments for specific agenda items. It was also decided to revise the Public Comment cards to include a choice of general comment or specific agenda item.</p> <p>B. FY 2016-17 Objectives Assessment Form To increase board involvement, Mr. Harris proposed to ask all board members to fill out a Fiscal Year 2016-17 Objectives Assessment Form. The completed form will be returned to the BHAB Assistant by email, fax or regular mail within two weeks after distribution. Ms. Brooking moved to send the form to all BHAB members for completion; Ms. Gardner seconded. The motion passed unanimously. Board members will be advised of the new process at the next General board meeting. The evaluation forms will be distributed by email for completion.</p> <p>C. Future Recognition: McKian Nielsen in September Mr. Harris noted that McKian Nielsen’s term on the board expires in September. Mr. Nielsen decided against seeking reappointment so he can focus on his studies. All officers agreed to present him with a certificate of commendation at the September General board meeting.</p> <p>D. Committee Chairs Meeting Mr. Harris noted that BHAB Committee Chairs do not have a way of raising their concerns related to their committees. He proposed holding occasional meetings with the chairs and the Executive Committee. This discussion will be added to the August General Meeting agenda. Ms. Gardner noted that the only concern she has heard from chairs is the need to increase participation at the various meetings. Mr. Harris suggested reaching out</p>	<p>Revise Public Comments card</p> <p>Ask Board members to fill out Objectives Assessment Form <b>M/S/C</b></p>	<p>E. Pham</p> <p>J. Harris</p>

	to the students at the local colleges. Mr. Bhavnani volunteered to contact the professor at Moorpark College who organized a NAMI group on campus and invite students to get involved with the BHAB.	Contact Moorpark College professor	R. Bhavnani
<b>XI. Old Business</b>	<p>A. Annual Report Update Ms. Gardner noted that the Prevention report is nearing completion. Edith Pham noted that the Adult and TAY reports are also nearing completion.</p> <p>B. Executive Committee Report for the 2016-17 Annual Report The draft committee report was discussed. The following changes were proposed:</p> <ol style="list-style-type: none"> <li>1. Add "2016-17" to "Committee Members" heading</li> <li>2. List the 2<sup>nd</sup> Vice Chair as Karyn Bates</li> <li>3. Under Overview, remove the Chair Emeritus, whose term started 7/1/17, and mention VCBH staff who participate in the Executive meetings.</li> </ol> <p>Ms. Brooking moved to adopt the Executive Committee report with amendments. Mr. Bhavnani seconded. The motion passed unanimously.</p> <p>Because the BHAB Annual Report is forwarded to the Board of Supervisors (BOS) as a Receive and File item, the Executive Committee is concerned that the Supervisors might not spend much time reading the report. Ms. Crandall suggested that a presentation be made to the BOS. She agreed to follow up on this and see about scheduling a 15-minute presentation in a few months.</p> <p>C. Recommendations for Recognition Awards Ms. Gardner proposed Dr. Thurber for her work as Medical Director. Ms. Brooking suggested Dr. Frances O'Sullivan, Rhonda Fleisher and Brandi Martin. She will prepare a draft of the award for Dr. O'Sullivan.</p> <p>D. Recommendations for Board presentations Two recommendations were made for presentations at future General Meetings:</p> <ol style="list-style-type: none"> <li>1. The Growing Ground program, which is championed by Supervisor Parks. Ms. Crandall volunteered to contact her and invite her to give a presentation on September 18.</li> <li>2. Housing: Ms. Crandall volunteered to contact Tara Carruth of the County Executive Office and invite her to give a 20-minute presentation at the October 16 meeting.</li> </ol>	<p>Approve Executive Committee Annual Report as amended. <b>M/S/C</b></p> <p>Contact BOS staff to schedule presentation</p> <p>Prepare draft of award for Dr. O'Sullivan</p> <p>Contact Supervisor Parks</p> <p>Contact Tara Carruth</p>	<p>E. Crandall</p> <p>G. Brooking</p> <p>E. Crandall</p> <p>E. Crandall</p>
<b>XII. Develop Agenda for the General Meeting – Discussion</b>	<ol style="list-style-type: none"> <li>a. Presentation: Managed Care Update and Director's Report – Elaine Crandall</li> <li>b. New Business <ol style="list-style-type: none"> <li>1. FY 2016-17 Objectives Assessment Form</li> <li>2. Follow-up to MHSA Community Forums – Ratan Bhavnani</li> <li>3. Committee Chairs Meetings</li> <li>4. College Student Involvement</li> </ol> </li> <li>c. Old Business <ol style="list-style-type: none"> <li>1. Annual Report Update</li> <li>2. Assessment of 2016-17 Objectives</li> <li>3. Recommendations for Recognition Awards</li> <li>4. Recommendations for Board Presentations</li> </ol> </li> </ol>		
<b>XI. Adjourn</b>	The meeting adjourned at 2:45 p.m.		

## Behavioral Health Advisory Board EXECUTIVE Meeting Attendance 2017-2018

Members	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Jerry Harris Chair	X	X										
Karyn Bates 1 <sup>st</sup> Vice-Chair	X											
Ratan Bhavnani 2 <sup>nd</sup> Vice Chair	X	X										
Nancy Borchard Secretary	X											
Gane Brooking Member At Large as of 2/27/17	X	X										
Janis Gardner Member Emeritus	X	X										

Present = x

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