

**BEHAVIORAL HEALTH ADVISORY BOARD
EXECUTIVE COMMITTEE
MINUTES ■ Monday, October 9, 2017**

<p>BHAB Officers Present Jerry Harris, Chair Ratan Bhavnani, 2nd Vice Chair Gane Brooking, Member-At-Large Janis Gardner, Chair Emeritus</p> <p>Others Present David Deutsch, NAMI Sara Bavar, NAMI</p>	<p>VCBH Staff Present Patrick Zarate, Chief Operations Officer Terri Yanez, Administrative Division Chief Edith Pham, BHAB Assistant</p> <p>NEXT MEETING: Monday, November 13, 2017, 1:00 – 3:00 p.m.</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.	Call to Order Chair Harris called the meeting to order at 1:00 p.m.		
II.	Approval of the Agenda Mr. Harris asked the Committee to review and approve today's agenda. Janis Gardner moved to approve, Ratan Bhavnani seconded. The motion passed unanimously.	The agenda was approved as written. M/S/C	
III.	Approval of the Minutes Mr. Harris asked the committee to review and approve the minutes of the September 11, 2017 meeting. Ms. Gardner moved to approve, Mr. Bhavnani seconded. The motion passed unanimously.	The minutes were approved as written. M/S/C	
IV.	Welcome and Introductions Mr. Harris welcomed everyone and asked for introductions.		
V.	Chair Announcements A. Per County Counsel, the social potluck lunch on November 20 th must be announced and open to the public. The Executive team decided to hold the potluck. Anyone attending, whether BHAB members or members of the public, will be asked to share a dish. B. Kay Wilson-Bolton is being honored by the Real Estate Association for her work with the homeless in Santa Paula. The Executive team agreed to present her with a BHAB Recognition Award. C. At the October General Meeting, Mr. Harris will give a presentation on the management concept of action planning.		
VI.	Public Comments None.		
VII.	Board Members Comments and Announcements None.		
VIII.	Director's Updates – Patrick Zarate for Elaine Crandall A. Ms. Crandall is taking a leave of absence. She will return in mid-November. B. On October 9 th the Board of Supervisors will proclaim October as the National Substance Abuse Awareness Month. C. The Health Care Agency recently received a \$175,000 federal grant to increase access to substance abuse and mental health services.		

	<p>D. Safety and Facilities manager Toney Broskey is leaving county employment. Fernando Medina, the primary Facilities manager, has moved to the Health Care Agency. VCBH is recruiting to fill the vacant position.</p> <p>E. Since the mass shooting that took place at a concert in Las Vegas on October 1st, VCBH has been very active in responding to the community's needs: fielding phone calls, debriefing first responders who helped out at the scene, helping people who know someone who was there. The State Department of Emergency Management is also responding. VCBH is putting out a public advisory and helpful links on its Facebook page.</p> <p>F. The California Department of Public Health has released a notice on preventing hepatitis A. Outbreaks of the disease have been reported in San Diego, Santa Cruz and Los Angeles counties. VCBH is providing the information to Board and Care facilities and other facilities, reminding staff to use universal precautions such as hand washing.</p> <p>G. At the upcoming BHAB General Meeting, the public comments period will be open for the MHSA Fiscal Year 2016-17 Update and Three-Year Plan 2017-18 through 2019-20. VCBH is seeking input from all.</p> <p>H. The MHSA Planning Committee will meet on October 17th.</p> <p>I. VCBH is looking into the possibility of hiring a housing manager.</p>		
<p>X. New Business</p>	<p>A. Review and Evaluate the August 21, 2017 General Board Meeting to Identify Areas of Improvement Following Mr. Harris' suggestion at the September meeting, Edith Pham procured a US flag for the training room. The committee agreed to have the General Meetings begin with the Pledge of Allegiance.</p> <p>B. First Vice-Chair Resignation and Election Karyn Bates is resigning as 1st Vice Chair. An election to fill her seat will take place at the General meeting. Ms. Bates has also requested a leave of absence; County Counsel informed staff that the Executive Committee can make that decision. After a discussion, the committee agreed to grant Ms. Bates a six-month leave of absence. Ms. Brooking noted that she is willing to co-chair the Adult Services Committee with Nancy Borchard. Mr. Harris appointed her as the new Co-Chair subject to board confirmation.</p> <p>C. Data Notebook BHAB Lead Ms. Brooking agreed to be the lead on this project. She has reached out to Ms. Bates, who was the lead on previous Data Notebooks. Ms. Gardner agreed to be Ms. Brooking's back-up. Mr. Harris appointed Ms. Brooking as Data Notebook lead subject to board confirmation.</p> <p>D. BHAB Committee Membership Mr. Harris has visited all BHAB committees and noted that very few BHAB members attend. Under the BHAB bylaws, committee members must be BHAB members. Mr. Harris will work to revise the bylaws to address this problem area.</p> <p>E. Members' Expiring Terms and Reappointment Requests The committee reviewed the list of members whose term will expire in this fiscal year. Mr. Harris asked Mr. Deutsch to encourage clients and family members to attend the meetings and consider becoming a BHAB member.</p>	<p>Pledge of Allegiance</p> <p>Co-chair the Adult Services Committee</p> <p>Lead, back-up for Data Notebook</p>	<p>G. Brooking</p> <p>G. Brooking, J. Gardner</p>

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	X	X								
Karyn Bates 1 st Vice-Chair	X											
Ratan Bhavnani 2 nd Vice Chair	X	X	X	X								
Nancy Borchard Secretary	X		X									
Gane Brooking Member At Large as of 2/27/17	X	X	X	X								
Janis Gardner Member Emeritus	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



KAREN L. SMITH, MD, MPH
Director and State Public Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

TO: Substance Use Treatment, Behavioral Health, and Mental Health Facilities; Homeless and Housing Assistance Providers; Board and Care Facilities; and Food Pantry Providers

SUBJECT: PREVENTING HEPATITIS A IN YOUR FACILITIES

Outbreaks of hepatitis A infections are ongoing in San Diego, Santa Cruz, and Los Angeles Counties and have the potential to spread throughout California. Most people who have become ill in the outbreaks have reported experiencing homelessness and/or using illicit (injection or non-injection) drugs.

Hepatitis A virus is spread through fecally contaminated food, drink or objects. People infected with hepatitis A who do not thoroughly wash their hands after defecating can easily spread the infection to others. Hepatitis A infection is typically an acute, self-limited illness, but severe and even fatal illness can occur in people with underlying health conditions, particularly those with chronic liver diseases such as alcoholic cirrhosis, and hepatitis B and hepatitis C infection. **Hepatitis A vaccine and thorough hand hygiene can prevent the disease.**

The California Department of Public Health (CDPH) strongly recommends your facility follow the steps below to help prevent the spread of hepatitis A:

- **Assess clients for potential signs of hepatitis A infection during and after intake.**
 - Screen clients for fever, fatigue, nausea, loss of appetite, yellowing of skin or eyes, stomach pain, vomiting, dark urine, pale stools, and diarrhea. Consider adapting San Diego County's [fact sheet](#) to educate patients and staff.
 - Refer people with signs of hepatitis A for medical evaluation. Your local health department may be able to assist with identifying available health care facilities.
- **Report clients with suspected hepatitis A infection immediately to your local health department.**
- **Make arrangements to offer hepatitis A vaccination to all clients experiencing homelessness and/or using illicit drugs. Contact your local health department if you need assistance.**
- If your facility is unable to vaccinate onsite, **make a strong referral for vaccination offsite.**
 - For Medi-Cal patients (Fee for Service or Managed Care), hepatitis A vaccine given in a provider's office or network pharmacy is covered without prior authorization. Call the Plan's member services number (on the back of the patient's Medi-Cal ID card) to locate a network pharmacy and confirm availability of the vaccine in the pharmacy.
 - Medi-Cal provides coverage for transportation for medical care, including vaccination. For information, contact the client's Medi-Cal member services department or call 1-800-541-5555.
 - Vaccine Finder (<https://vaccinefinder.org/>) can be used to help clients find a location nearby

Immunization Branch / Division of Communicable Disease Control
850 Marina Bay Parkway, Bldg. P, 2nd Floor, Richmond, CA 94804
(510) 620-3737 ♦ FAX (510) 620-3774 ♦ Internet Address: www.getimmunizedca.org



that stocks hepatitis A vaccine and accepts the client's insurance.

- Consult with your local health department to determine whether hepatitis A vaccine should also be offered to staff (including intake workers, food handlers, and custodians) or other clients.
- **Remind staff and clients of the importance of handwashing** with soap and warm water after using the bathroom, and before preparing, serving, or eating food. Waterless hand sanitizers are not effective against hepatitis A virus. Post this multilingual Wash Your Hands poster in bathrooms and kitchens. FREE copies of the poster can be ordered from your local health department.
- **Ensure routine and consistent cleaning of bathrooms** for staff and clients, using chlorine bleach with a ratio of 1 and 2/3 cup of bleach to one gallon of water. Due to the high bleach concentration of this mix, rinse surfaces with water after 1 minute of contact time and wear gloves while cleaning. Visit San Diego County's Hepatitis A webpage for additional information.

Everyone can play a role in addressing this significant public health threat. Thank you for your help in preventing the spread of hepatitis A. For more information about preventing the spread of hepatitis A for your staff and clients, contact your local health department or visit the CDC website.

Immunization Branch
California Department of Public Health