

**BEHAVIORAL HEALTH ADVISORY BOARD  
EXECUTIVE COMMITTEE  
MINUTES ■ Monday, April 8, 2019**

<p><b><u>BHAB Officers Present</u></b> Jerry Harris, Chair Ratan Bhavnani, 1<sup>st</sup> Vice Chair Gane Brooking, 2<sup>nd</sup> Vice Chair Janis Gardner, Secretary Gina Petrus, Member-At-Large</p> <p><b><u>Others Present</u></b> Bob Wickham, NAMI Cece Casey Kevin Janeway, Client Network Scott Walker, CIT</p>	<p><b><u>Ventura County Behavioral Health (VCBH) Staff Present</u></b> Sevet Johnson, Director Edith Pham, BHAB Assistant</p> <p><b>NEXT MEETING:</b> <b>Monday, May 13, 2019, 1:00 – 3:00 p.m.</b></p> <p>Ventura County Behavioral Health 1911 Williams Drive, Lake Cachuma Room (second floor), Oxnard</p>
<p>Note: The committee has not yet approved these minutes. There may be additions/deletions or corrections before the minutes are accepted in final form.</p>	

	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. Janis Gardner 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 March 11, 2019 meeting. Ms. Gardner moved to approve, Mr. Bhavnani 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 and asked for introductions.		
V.	<b>Chair Announcements</b> Mr. Harris reminded all that the members of the BHAB Executive team are the only persons who may vote during the BHAB Executive meetings. Members of the public are welcome to make comments, either during the Public Comment periods or when an agenda item is being discussed; a public comment card needs to be filled out and turned in to the Chair or BHAB Assistant. Members of the public may speak for up to three minutes at a time, but no more than a total of five minutes per meeting.  Mr. Harris noted that the meeting needs to end by 3:00 p.m. as he and Gane Brooking will catch a flight to Sacramento in the late afternoon.  Mr. Harris’ presentation to the Board of Supervisors on March 19 went well. The Supervisors and County Executive Officer were very attentive during the presentation on the BHAB Fiscal Year 2017-18 Annual Report. They were interested in the Lanterman Petris Short (LPS) Reform issue and Report of the Reform Task Force. On March 14, Mr. Harris met with Supervisor Huber, who indicated that he is very concerned about mental health issues.		
VI.	<b>Public Comments</b> Scott Walker noted that the Oxnard Police Department is selling autism patches for \$10, and its officers are wearing the patch. Mr. Walker also shared his concern about comments made during BHAB meetings, particularly during committee meetings; he feels that some who speak are not as civil as should be expected.  Cece Casey spoke about Proposition 2, which addressed permanent housing. Various articles she has read that deal with the proposition have discrepancies. She advocated for funding local supportive permanent housing for people with severe mental illness.		

<p><b>VII.</b></p>	<p><b>Board Members Comments and Announcements</b></p> <p>Mr. Bhavnani noted that the BHAB has not heard a budget review in many months and requested one. The California Department of Housing has launched its first round of funding for No Place Like Home, which can only be used for brick and mortar projects. Mr. Bhavnani voiced his concern that funds are not available for Board &amp; Care facilities, of which there is a shortage. He requested a presentation on housing.</p> <p>Ms. Gardner noted that the Medical Examiner has released data that show an increase in death related to methamphetamine and most other drugs between 2017 and 2018.</p> <p>Gina Petrus noted that she recently attended a Probation Award event. Staff were very complimentary to VCBH and spoke about trauma-informed care for youth in the Juvenile Facilities.</p> <p>Gane Brooking noted that work at the Knoll Drive building in Ventura is due to start in June. It will transform the office space into a permanent homeless shelter.</p>		
<p><b>VIII.</b></p>	<p><b>Director's Updates</b></p> <p>Last week Health Care Agency (HCA) Director Bill Foley held the quarterly HCA Senior Management meeting. He introduced Jennifer Wortham, Chief Deputy Director Strategy and Growth; she will review the results of the Community Needs Assessment.</p> <p>The Inpatient Psychiatric Unit (IPU) and VCBH are holding monthly meetings to discuss issues related to operations.</p> <p>VCBH conducted its first staff survey to learn, in part, what staff need to feel supported and remain with VCBH. The response rate was 84% (557 staff). The Quality Management manager will release a report in June. The Executive Committee requested a presentation.</p> <p>Staff from Logrando Bienestar will present during an event in San Gabriel on May 15.</p> <p>A few bills have been introduced in the state legislature:</p> <ul style="list-style-type: none"> <li>- AB 512: cultural competency plan;</li> <li>- SB 10: peers being able to bill for services;</li> <li>- SB 66: allows billings on the same day at various locations.</li> </ul>		
<p><b>IX.</b></p>	<p><b>Secretary's Report – Janis Gardner</b></p> <p>The Board of Supervisors will vote the following day on Supervisor Long's recommendation to appoint Joe Ramirez to the BHAB.</p> <p>A few members have missed General and/or Committee meetings in the last couple of months. Ms. Gardner will contact them by phone.</p>		
<p><b>X.</b></p>	<p><b>New Business</b></p> <p>A. Evaluate March General Meeting Ms. Gardner appreciated the opportunity to have a SWOT Analysis meeting prior to the General Meeting. No suggestions for improvement were offered.</p> <p>B. Fiscal Year 2018-19 Annual Report Preparation Mr. Harris noted that in preparation for the Annual Report, the full board and the various committees should review and evaluate their mission statements, vision statements and objectives.</p> <p>C. Appoint the Nominating Committee MR. Harris noted that Claudia Armann, Nancy Borchard and Mary Haffner are willing to serve on the Nominating Committee. Gina Petrus moved to recommend appointing Ms. Armann, Borchard and Haffner to the Nominating Committee. Ms. Gardner seconded. The motion passed unanimously. Mr. Harris will appoint the members of the Nominating Committee pending confirmation by the full board.</p>	<p>Recommend appointing Ms. Armann, Borchard and Haffner to the Nominating Committee <b>M/S/C</b></p>	

	<p>D. Explore the Need for Additional Board Member Training During the SWOT Analysis, members identified a lack of understanding of their role and responsibilities as a weakness. When Mr. Harris is in Sacramento over the following two days, he will seek to identify someone willing to provide training, which would be done during a separate meeting. Ms. Gardner proposed a webinar or PowerPoint if no trainer is available. Ms. Petrus noted that when she attended a California Association of Local Behavioral Health Boards &amp; Commissions (CALBHB/C), it was noted that CALBHB/C can provide training locally.</p> <p>E. Explore the Feasibility to Post BHAB Agendas and minutes in VCBH Clinics and Contracted Facilities Mr. Harris noted that during the SWOT Analysis, members looked for ways to get the word out regarding the BHAB. He would like to see the General Meeting agendas and minutes posted in the VCBH clinics, and eventually in contracted facilities. He also would like to see meeting information in the local newspapers.</p> <p>F. Status of Letter to the Board of Supervisors Requesting Support for the Institution for Mental Diseases (IMD) Exclusion Waiver Mr. Harris noted that Mary Haffner has prepared a letter, which he circulated around the table. The letter is ready to be sent to the Board of Supervisors.</p>		
<p><b>XI. Old Business</b></p>	<p>A. Amended BHAB Bylaws Mr. Harris asked board members to discard earlier versions of the Bylaws. The board will now have a representative from the Sheriff's Office on the board, recommended by the Sheriff and appointed by the Board of Supervisors.</p> <p>B. Review the Composition of the Board by Member Category Survey Results Currently, one consumer, nine family members, seven community members and one Supervisor are serving on the BHAB; one member has not returned his or her survey. The Board of Supervisors, which makes all appointments to the BHAB, is aware that more consumers need to be appointed.</p> <p>C. Status of the 2018 Data Notebook – Gane Brooking Ms. Brooking noted that the document is close to being ready. Mr. Harris noted that the questions in the survey are ambiguous and unclear as to how to answer them. He will prepare a cover letter to the Data Notebook indicating his concerns.</p> <p>D. Progress on the Ventura County Medical Center (VCMC) Adult Crisis Stabilization Unit (CSU) Mr. Harris noted that the CSU is now scheduled to open on April 23 with four chairs. New positions will need to be created before more chairs can be open. Dr. Johnson noted that conversations between the Inpatient Psychiatric Unit (IPU) and VCBH take place almost daily, and Dr. Schipper, VCBH Adult Division Chief, is advocating for including stakeholder input in the planning of the CSU. Mr. Bhavnani noted that NAMI's Friends in the Lobby program can be a way to get stakeholder input. Mr. Walker noted that Law Enforcement had a meeting with CSU managers.</p> <p>E. Future Presentations Edith Pham noted that an update on Laura's Law/Assist will be presented in May. Ms. Gardner noted that she is working on scheduling a presentation on vaping, most likely in June. Ms. Brooking proposed that Elizabeth Stone give a presentation on the language used when referring to mental illness. Mr. Harris asked Dr. Johnson to schedule a budget presentation.</p> <p>F. Future Recognitions Edith Pham noted that in May Dr. Frances O'Sullivan will be recognized.</p>		

<b>XII.</b>	<b>Develop Agenda for the General Meeting – Discussion</b> The Executive Team reviewed the proposed agenda. The following items were added under New Business: - Review proper protocol for public comments and decorum; - Explore the need for additional board member training opportunities.		
<b>XI.</b>	<b>Public Comments</b> None.		
	<b>Adjourn</b> The meeting adjourned at 2:15 p.m.		

## Behavioral Health Advisory Board EXECUTIVE Meeting Attendance 2018-2019

Members 2018-19	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Jerry Harris Chair	X	X	X	X	X		X	X	X	X		
Ratan Bhavnani 1 <sup>st</sup> Vice Chair	X	X	X	X			X	X	X	X		
Gane Brooking 2 <sup>nd</sup> Vice Chair	X	X	X	X	X		X	X	X	X		
Janis Gardner Secretary	X	X	X	X	X		X	X	X	X		
Gina Petrus Member-At-Large									X	X		

Present = X

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