

**BEHAVIORAL HEALTH ADVISORY BOARD  
EXECUTIVE COMMITTEE  
MINUTES ■ Monday, August 13, 2018**

<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          Kay Wilson-Bolton, Secretary          Margaret Cortese, 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>          Sevet Johnson, Director          Edith Pham, BHAB Assistant</p> <p><b>NEXT MEETING:</b>  <b>Monday, September 10, 2018, 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. Margaret Cortese moved to approve, Kay Wilson-Bolton 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 9, 2018 meeting. Janis Gardner moved to approve, Ms. Wilson-Bolton 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 dispensed with as everyone in attendance knew each other.		
V.	<b>Chair Announcements</b> A. Mr. Harris participated in the California Association of Local Behavioral Health Boards and Commissions (CALBHB/C) Governing Board conference call on July 27, 2018 as he sits on that board. He reviewed the main topics of discussion. B. During the conference call, CALBHB/C voted to approve joining the Behavioral Health Action Coalition. This is a statewide organization that provides information to the community regarding mental health issues.		
VI.	<b>Public Comments</b> No public comments were presented.		
VII.	<b>Board Members Comments and Announcements</b> A. Ms. Gardner noted that the Managed Care Workgroup has been meeting with VCBH managers. She requested a brief update at the next General meeting. B. Margaret Cortese noted that she led a site visit to Logrando Bienestar and a field visit connected to the program. She agreed to present a report at the September General meeting. C. Ms. Wilson-Bolton noted that she is planning to lead a site visit to the Inpatient Psychiatric Unit, Ventura County Medical Center on August 17 at 10:00 a.m., although she has not received final confirmation. D. Gane Brooking noted that the drug Ketamine, which can reduce suicidality, is available as a nasal spray. A therapy is being developed to be used in conjunction with this drug. E. Ratan Bhavnani noted that he and about 60 others attended a meeting on homelessness in Thousand Oaks. Most complaints were about panhandling and sleeping in public parks and did not focus on the mentally ill. The police chief noted that there are 250 homeless people in Thousand Oaks.	Give report of site visit at the General Meeting in September	M Cortese

	<p>F. Ms. Wilson-Bolton noted that a Santa Paula man who appears to be dangerous when he uses methamphetamine has been arrested. Additionally, two homeless men have died recently in Santa Paula.</p> <p>Mr. Harris suggested getting an update on homelessness from Dr. John Schipper at one of the upcoming General board meetings.</p>		
<p><b>VIII</b></p>	<p><b>Director's Updates – Dr. Sevet Johnson</b></p> <p>A. Dr. Johnson encouraged all to listen to a TED Talk by Johann Hari titled “Everything you think you know about addiction is wrong.” It addresses the way people who have an addiction are criminalized and isolated.</p> <p>B. A State review team came the previous week for a site review in preparation for the December implementation of the Drug Medi-Cal Organized Delivery System (DMC-ODS). The team had planned to spend two days on this, but it only stayed for three hours as VCBH passed with flying colors.</p> <p>C. Staff will receive introductory training on DMC-ODS, including what the program will look like, the changes being made and the reasons behind those changes.</p> <p>D. The mental health needs assessment survey kick-off meeting will take place on August 22 at 5:00 p.m. Community leaders have been invited; surveys will be distributed at this time and further communications regarding the Needs Assessment process will be provided.</p> <p>E. Michael White, VCBH Facilities, Safety &amp; Disaster Manager, has been selected to receive the Trailblazer Award at the Fainer &amp; Tauber Awards on September 6. This award acknowledges his work related to the Thomas Fire.</p> <p>F. Dr. Johnson, along with Johnson Gill, Director of the Health Care Agency, Dr. Loretta Denering, Alcohol &amp; Drug Programs Chief, and several other County and local staff and officials, attended a Roundtable Discussion on Opioid Abuse and Human Trafficking hosted by Congressman Steve Knight and Congressman Michael McCaul, Chairman of the House Committee on Homeland Security. This meeting took place on July 30<sup>th</sup> in Simi Valley. Several concerns were discussed that present challenges at a local level in terms of policy, funding, etc.</p> <p>G. Some VCBH managers attended a cultural wellness training for Medi-Cal providers. It was hosted by Mixteco Indigena Community Organizing Project (MICOP).</p> <p>H. During a meeting on July 26 in Sacramento the state decided to cut the funding for triage by 29%; the cut applies to all counties. VCBH funding is being cut from approximately \$2.4 million to \$1.7 million, which will result in the triage program being scaled back. The programming attached to this funding is now anticipated to begin in November 2018.</p>		
<p><b>IX.</b></p>	<p><b>Secretary's Report – Kay Wilson-Bolton</b></p> <p>Some BHAB members are not participating in meetings of a BHAB committee of their choice. A brief discussion took place regarding ways to increase participation.</p>		
<p><b>X.</b></p>	<p><b>New Business</b></p> <p>A. Evaluate July 16 General Meeting</p> <p>All agreed that the meeting went well. No ideas for improvement were suggested.</p> <p>Mr. Bhavani noted at the recent BHAB Adult Services Committee meeting, a couple with young children asked for help to avoid becoming homeless; various people in attendance provided suggestions. The Executive team agreed that it was important to show them compassion, and in the future members of the public could be taken out of the meeting by VCBH staff and provided with relevant information.</p> <p>B. Request for Leave of Absence: Marlen Torres</p> <p>Mr. Harris noted that Marlen Torres will be in Washington, D.C. for three months and has requested a leave of absence. Ms. Gardner moved to recommend that the full board</p>		

	<p>grant Marlen Torres a three-month leave of absence, Ms. Brooking seconded. The motion passed unanimously.</p> <p>C. Appoint New Chair for the Transitional Age Youth (TAY Committee) Mr. Harris noted that Cmdr. Nelson is retiring from County service and will not seek a new term on the BHAB. He will be presented with a Certificate of Commendation at the September General meeting. A new chair will be appointed to the TAY Committee. Ms. Wilson-Bolton, who currently serves as the co-chair, agreed to chair the committee. She volunteered to find out who Cmdr. Nelson’s successor will be and try to get that person interested in serving on the BHAB.</p> <p>D. New BHAB Procedures to be Adopted at the General Meeting</p> <ol style="list-style-type: none"> <li>1. Department Financial Support for Advisory Board Member Attendance at External Functions: following a discussion, the Executive team agreed that the procedure is not needed as long as there is disclosure when a BHAB member receives reimbursement for the cost of attending official meetings and functions, and the member provides an oral report at the next General meeting.</li> <li>2. Process for the BHAB to Make Recommendations to the Board of Supervisors on Pending Legislation and Other Matters: it was confirmed with County Counsel that the BHAB may send letters to the Board of Supervisors regarding pending legislation and other matters, as long as those letters are channeled through VCBH. Ms. Wilson-Bolton moved to recommend that the full board adopt this procedure. Ms. Brooking seconded. The motion passed unanimously.</li> </ol> <p>E. Proposed New Process for the Ongoing Review of Contracts Mr. Harris noted that he has had discussions with VCBH Director Dr. Johnson and Administrative Division Chief Terri Yanez on the BHAB contract review process. This matter has also been reviewed by County Counsel. County Counsel has opined that the Welfare &amp; Institutions Code does not include that the advisory boards should vote to recommend that the Board of Supervisors approve contracts. A survey of several boards and a consultation with CALBHB/C confirmed that other boards in the state do not vote on contracts in this way. The BHAB will now vote only to show that the members reviewed the contracts. Mr. Harris is working on a new approach which will provide board members with more information on VCBH contracts.</p>	<p>Recommend that full board grant leave of absence. <b>M/S/C</b></p> <p>Appoint Kay Wilson-Bolton as Chair of the TAY Committee at the August 20 BHAB General meeting</p> <p>Recommend that full board adopt procedure for Recommendations to the Board of Supervisors. <b>M/S/C</b></p>	<p>J. Harris</p>
<p><b>XI. Old Business</b></p>	<p>A. Annual Report Preparation Update Edith Pham noted that the four committees will finalize their reports prior to the September General meeting. Mr. Harris noted that he is working on the document, which will be shorter than the previous year. He reminded all to provide their suggestions on accomplishments, recommendations and issues that they would like included in the report to him as soon as possible.</p> <p>B. Future Presentations Presentations from the new judge who handles the Assist program, from Dr. Loretta Denering on outreach, and an update on managed care were proposed.</p> <p>C. Future Recognitions The list of recognitions for September were reviewed. Ms. Pham noted that she is working on scheduling recognitions for the Camarillo Police officers who have been responding to calls for service at Hillmont House. Recognitions for two Older Adult Program staff are being scheduled for November.</p>		
<p><b>XII.</b></p>	<p><b>Develop Agenda for the General Meeting – Discussion</b> The proposed General meeting agenda listed on today’s agenda was reviewed and updated to reflect the discussions that took place today.</p>		
<p><b>XIII.</b></p>	<p><b>Public Comments</b> No public comments were presented.</p>		

XIV.	<b>Adjourn</b> The meeting adjourned at 2:45 p.m.		
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## 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										
Ratan Bhavnani 1 <sup>st</sup> Vice Chair	X	X										
Gane Brooking 2 <sup>nd</sup> Vice Chair	X	X										
Kay Wilson-Bolton Secretary		X										
Margaret Cortese Member At Large	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

# VENTURA COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

## Advisory Board Procedure

**Title:** Department Financial Support for Advisory Board Member Attendance at External Functions

**Purpose:** To provide a process to ensure strict adherence to ethical standards and maintain the independence, impartiality, and transparency of Behavioral Health Advisory Board (BHAB) members when financial support is offered/provided to board members by Ventura County Behavioral Health to attend special meetings, events, activities, seminars, training sessions, etc.

It is the position of the BHAB that all offers of financial support for board members to attend special functions and activities are to be presented to the BHAB through its chair, to determine who will be identified as the best member(s) to attend said function(s) as the official BHAB representative(s). The intent is to ensure that all members have equal opportunity and access to receive financial support and participate in special functions and activities while carrying out the duties and responsibilities of the BHAB as defined in Section 5604.1 and 5604.2 of the Welfare and Institutions Code as amended by SB43 and the BHAB Bylaws.

### **Procedure:**

1. All offers by Ventura County Behavior Health to provide financial support for BHAB members to attend special meetings, events, activities, seminars, training sessions, etc. and/or to pay or reimburse members for their expenses to participate in such events and activities are to be made to the full Behavioral Health Advisory Board for consideration through the Board Chair.
2. The full board will determine whether or not to accept the offer.
3. If the board accepts the offer, the board will identify who shall attend and represent the board at the activity or event.
4. In the event the general meeting of the board is not scheduled to meet in time to act on the offer, the Executive Committee may act on behalf of the full board and report back to the board on the action taken at the next general board meeting.

# VENTURA COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

## Advisory Board Procedure

**Title:** Process for the Behavior Health Advisory Board (BHAB) to Make Recommendations to the Board of Supervisors on Pending Legislation and Other Matters

**Purpose:** To provide a mechanism that is in compliance with Ventura County Policy for the BHAB to make recommendations to the Board of Supervisors on pending state legislation and other matters relating to community behavioral health issues that are within the duties and responsibilities of the advisory board as defined in Section 5604.1 and 5604.2 of the Welfare and Institutions Code as amended by SB43 and the BHAB Bylaws.

A thorough review of applicable pending legislation or other matters affecting community behavior health issues will be conducted prior to placing these matters on the agenda of the general board meetings as action items. Formal recommendations to the Board of Supervisors require a majority affirmative vote by the BHAB members. All BHAB recommendations to the Board of Supervisors will be channeled through the Director of Ventura County Behavioral Health.

### **Procedure:**

1. The BHAB Legislation Workgroup will conduct a thorough review of all pending legislation of interest to the BHAB and report its findings and recommendations to the full board.
2. Other matters of BHAB concern will be assigned to the appropriate standing committee for review and recommendation to the full board as needed.
3. When a recommendation is made that the full board take action on a specific piece of legislation or other matter involving a recommendation to the Board of Supervisors, the matter will be placed on the agenda of the general board meeting as an action item.
4. If an affirmative majority vote of the full board has been made, a Board Letter, signed by the BHAB Chair, to the Board of Supervisors containing the recommendation(s) of the BHAB will be prepared and submitted to the Director of Ventura County Behavioral Health.