

BEHAVIORAL HEALTH ADVISORY BOARD
Executive Committee Meeting
Monday, May 10, 2021, 1:00 – 2:30 PM
VIRTUAL MEETING VIA ZOOM

Zoom Participation

The following information referenced below is provided to you in support of your attending the upcoming BHAB Executive Committee Meeting via Zoom:

Join the zoom meeting in the following way:

Join Zoom Meeting: <https://us02web.zoom.us/j/81014411236?pwd=KzJwU2phdVlxZkt4akJjajUwVGRDQT09>

Meeting ID: 810 1441 1236

Password: 785009

Dial-in: 669-900-9128

AGENDA

- I. Call to Order
- II. Roll Call of Executive Committee Members to Determine a Quorum
- III. Approval of the Agenda – **ACTION** (Roll Call)
- IV. Approval of the April 12, 2021 Minutes – **ACTION** (Roll Call)
- V. Welcome and Introductions
- VI. Public Comments (3 minutes per speaker)
- VII. Chair Comments and Announcements (5 min.)
- VIII. Director’s Updates – Dr. Sevet Johnson (10 min.)
- IX. Executive Committee Member Comments and Announcements (10 min.)
- X. Secretary’s Report (This item is deferred until after the upcoming election.)
- XI. Old Business
 - A. VCBH Response to the Identified Gaps in Service – Update/Discussion (10 min.)
- XII. New Business
 - A. Evaluate April General Board Meeting to Identify Need for Improvement (10 min.)
 - B. Translation Services Contract Discussion - Jerry Harris (15 min.)
 - C. Language Interpretation Best Practices - Discussion (10 min.)
 - D. Contract Review Process Improvements – Discussion – Jerry Harris (10 min.)
 - E. Peer Specialist Workgroup Meeting Schedule
 - F. BHAB Committee Agenda Consistency – Discussion – Jerry Harris (5 min.)
 - G. Presentation Requests
 - H. Recognition Award Recommendations
- XIII. Develop Agenda for Virtual General Meeting scheduled on May 17, 2021 at 1:00 PM
 - A. *Recognitions: Dr. Margaret Cortese, Mary Haffner, Denise Nielsen, Sheri Valley*
 - B. *Presentation: “Emerging Local Risks: Fentanyl” - Dan Hicks, SUS Prevention Services (20 min.)*

Members of the public making oral presentations to the Board in connection with one or more agenda or non-agenda items at a single meeting are limited to a cumulative total time not to exceed (5) minutes for all of their oral presentations at such meeting unless otherwise provided. Public comments on agenda items must be made prior to board member deliberations of agenda items. The entire public comment period is limited to no more than (20) minutes total for all speakers. NOTE: The Chair may limit the number or duration of speakers on a matter. In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact Behavioral Health Administration at (805) 981-6830. Reasonable advance notification of the need for accommodation prior to the meeting (48 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.

C. *Old Business*

1. *LPS Reform Workgroup Cover Letter and Report Update - Dr. Sevet Johnson (5 min.)*
2. *BHAB Annual Report Update - Dr. Sevet Johnson (5 min.)*
3. *VCBH Response to the Identified Gaps in Service – Update/Discussion (20 min.)*
4. *Mobile Mental Health Innovation Proposal Update – Hilary Carson, MHA Innovations Program Administrator (5 min.)*

D. *New Business*

1. *Public Hearing to End 30-day Public Comment Period: Mental Health Services Act (MHA) Fiscal Year 2020-21 Annual Update – Jerry Harris – ACTION (Roll Call) (15 min.)*
2. *Nominating Committee Report and Recommendations*
 - a) *Presentation of Slate of Officers for Fiscal Year 2021-22*
 - b) *Accept Nominations from the Floor*
3. *BHAB Committee Reports (follows Secretary’s Report as separate agenda item)*
 - a) *Adult Services – Nancy Borchard and Gane Brooking, Co-Chairs*
 - b) *Prevention Services – Janis Gardner, Chair*
 - c) *Transitional Age Youth (TAY) Committee – Elizabeth R. Stone, Chair*
 - d) *Youth & Family Services – Kevin Clerici, Chair*
4. *Workgroup Updates (follows BHAB Committee Reports as separate agenda item)*
 - a) *Peer Specialist Workgroup – Elizabeth R. Stone*
5. *Translation Services Contract Discussion - Jerry Harris (15 min.)*
6. *Adopt Language Interpretation Best Practices - (10 min.) - ACTION (Roll Call)*
7. *Contract Review Process Improvements - (10 min) - ACTION (Roll Call)*
8. *Presentation Requests*
9. *Recognition Award Recommendations*

XIV. Public Comments (3 minutes per speaker)

XV. Adjourn

Next Meeting: June 14, 2021

All agenda reports and supporting data, including those filed in accordance with Government Code Section 54957.5 (b) (1) and (2) are available from the Behavioral Health Advisory Board Assistant at bhabadmin@ventura.org or in person at Ventura County Behavioral Health, 2nd Floor, 1911 Williams Drive, Oxnard, California. The same materials will be available and attached with each associated agenda item, when received, at the following website: www.vcbh.org/en/behavioral-health-advisory-board-meetings.

Welcome to the meeting of the Behavioral Health Advisory Board of the County of Ventura. The following information is provided to help you understand, follow, and participate in the Board meeting:

Join the Zoom meeting by clicking the link provided on the agenda at the scheduled time and date. Zoom will initially start with a **waiting room** — you will be admitted into the meeting room when the meeting starts. All participants are muted upon entry to minimize any unintended disruption of background sounds. Please keep yourself on mute unless you are speaking.

Members of the public making oral presentations to the Board in connection with one or more agenda or non-agenda items at a single meeting are limited to a cumulative total time not to exceed (5) minutes for all of their oral presentations at such meeting unless otherwise provided. Public comments on agenda items must be made prior to board member deliberations of agenda items. The entire public comment period is limited to no more than (20) minutes total for all speakers. NOTE: The Chair may limit the number or duration of speakers on a matter. In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact Behavioral Health Administration at (805) 981-6830. Reasonable advance notification of the need for accommodation prior to the meeting (48 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.

Note: The meeting is recorded.

Public Comments

- The Behavioral Health Advisory Board (BHAB) welcomes comments from the community, consumers and family members.
- The BHAB operates under the Brown Act. This requires that all meetings be open meetings, with the agenda and minutes posted. A public comment period will be provided on all meeting agendas.
- Due to confidentiality laws, the Board is unable to respond directly to a public comment or to discuss client-specific issues without proper releases from the individuals concerned.
- At all BHAB meetings, the BHAB Assistant provides a Grievance Form for individuals who have concerns. The form is reviewed promptly by VCBH Quality Management. Individuals can also contact the BHAB Assistant to request a VCBH Grievance Form outside a BHAB meeting or call 1-888-567-2122.
- Individuals who have further concerns are welcome to return to the BHAB for assistance.

Public comments may be provided using one of the following options:

Email or Mail Public Comment in Advance of the Meeting

If you wish to make a comment on a specific agenda item by email or mail, please submit your comment via email by 10:00 AM on the day of the BHAB meeting. Please submit your comment to the BHAB Assistant at bhabadmin@ventura.org or mail to:

BHAB Assistant
1911 Williams Drive, Suite 200
Oxnard, CA 93036

Please indicate in the subject line the agenda item number (e.g., Item No. 9) on which you are commenting. Your email will be distributed to the BHAB Members and placed into the item's record of the meeting.

Video Public Comment using Zoom

You may use the raise hand feature when the Chair invites public comments in the following ways:

If you are running an older version of Zoom, you can raise your hand by clicking on the Participant button at the bottom of the Zoom screen and then click on the raise hand feature in that participant window.

If you are running the most current version of Zoom (5.4.9 and above) you can raise your hand by clicking on the Reactions button and then clicking on raise hand feature. Your hand will appear in the upper left-hand corner of your individual Zoom window as well as the participant window.

Call-In Public Comment using Zoom

If you are joining the meeting by telephone only, you can join the comment queue by pressing *9. When it is your turn to make your comment, press *6 to unmute and then again to mute yourself after speaking.

Members of the public making oral presentations to the Board in connection with one or more agenda or non-agenda items at a single meeting are limited to a cumulative total time not to exceed (5) minutes for all of their oral presentations at such meeting unless otherwise provided. Public comments on agenda items must be made prior to board member deliberations of agenda items. The entire public comment period is limited to no more than (20) minutes total for all speakers. NOTE: The Chair may limit the number or duration of speakers on a matter. In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact Behavioral Health Administration at (805) 981-6830. Reasonable advance notification of the need for accommodation prior to the meeting (48 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.

Note: Your raised hand will appear TO THE HOST in the order it was received.

Comments are taken in the order they are received in the queue/participant window. When it is your turn to make a comment, you will be asked to unmute yourself. **Public comments may be up to 3 minutes during the public comment periods, or before an agenda item, with a cumulative total time not to exceed 5 minutes.** The assigned timekeeper will track each public comment time as well as the total time per speaker. When your time is up, the timekeeper will interrupt to let you know that you have reached the 3-minute maximum as well as when you have reached your total allotted time. At the end of the three minutes and/or allotted time, the next person in the comment queue will be invited to speak.

REMINDER: In order to minimize distractions during public meetings, all personal communication devices should be turned off or put in a non-audible mode.

Members of the public making oral presentations to the Board in connection with one or more agenda or non-agenda items at a single meeting are limited to a cumulative total time not to exceed (5) minutes for all of their oral presentations at such meeting unless otherwise provided. Public comments on agenda items must be made prior to board member deliberations of agenda items. The entire public comment period is limited to no more than (20) minutes total for all speakers. NOTE: The Chair may limit the number or duration of speakers on a matter. In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact Behavioral Health Administration at (805) 981-6830. Reasonable advance notification of the need for accommodation prior to the meeting (48 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.

Working with Interpreters *Best Practices*

Interpreters orally or visually relay a message, between 2 or more people that do not have a common language without adding, deleting, or changing the content or intent of the message.

Interpreter

- Interpreter explains basic rules and process
- Interpretations will be made in 1st person
 - *If the interpreter speaks for him/herself it will be in 3rd person*
- Impartiality
- Confidentiality
- All communication will be interpreted
 - *Including negative comments, obscenities, objectionable declarations, any comments by anyone that are heard*

Participant/Conversational Etiquette

- One person speaks at a time
- Speak loudly and clearly
- Speak at a moderate pace
 - *Please be careful not to speak too fast so interpreter can keep up*
- Speak directly to one another, not to the interpreter
- Observe interpreter signals, to stop, slow down...
- Jokes/idioms/inside jokes are often not interpretable; avoid when possible
- Avoid side conversations
 - *They are distracting, disrespectful, and lead to missed information*

Considerations

- Avoid dual roles for interpreters
 - *The rapid mental processing, attention, and focus required of interpreters does not allow them to effectively conduct a secondary role.*
- Any event longer than an hour requires 2 interpreters
- Provide pertinent information and documents to interpreter in advance

*This document was developed by the Central Coast **Language Justice Network**. For more information about the **Language Justice Network** please visit: www.just-communities.org/language-justice-network or call 805-966-2063.*