

BEHAVIORAL HEALTH ADVISORY BOARD
EXECUTIVE COMMITTEE (VIRTUAL MEETING VIA ZOOM)
MINUTES ■ Monday, August 10, 2020

<p><u>BHAB Officers Present</u> Jerry Harris, Chair Ratan Bhavnani, 1st Vice Chair Joe S. Ramirez, 2nd Vice Chair Mary Haffner, Secretary Carol Thomas, Member-At-Large Janis Gardner, Chair Emeritus</p> <p><u>Others Present</u> Roberta Griego, NAMI Ventura County Ascencion “Cici” Romero, Pacific Clinics TAY Tunnel Mark Stadler, Crisis Intervention Team Elizabeth R. Stone, MHSOAC-CFLC Scott Walker, Crisis Intervention Team Liz Warren, Client Network Jerry Weaver</p>	<p><u>Ventura County Behavioral Health (VCBH) Staff Present</u> Dr. Sevet Johnson, Director Dina Olivas, Youth & Family Division Chief Cynthia Salas, Health Equity/Ethnic Services Manager Terri Yanez, Administration Division Chief Joanna Peterson, Management Assistant Vickie Poliquin, Temporary BHAB Assistant</p> <p>NEXT MEETING: Monday, September 14, 2020, 1:00 – 2:30 p.m.</p> <p>Virtual Meeting Via Zoom</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.	Call to Order Chair Harris called the meeting to order at 1:00 PM.		
II.	Roll Call – Board Executive Committee Attendees Secretary Haffner confirmed quorum through roll call.		
III.	Approval of the Agenda Mr. Harris asked for a motion to approve the agenda. Ms. Gardner moved to approve the agenda as written; Mr. Bhavnani seconded. The motion carried unanimously through roll call.	The agenda was approved as written. M/S/C	
IV.	Approval of the Minutes Mr. Harris asked for a motion to approve the July 13, 2020 minutes. Mr. Bhavnani moved to approve the minutes as written; Ms. Thomas seconded. Ms. Gardner requested to correct under item XII.E. – Fiscal Year 2019-20 Annual Report to change the word “will” to “may” in the first and second sentence as follows: “Mr. Harris stated...the Annual Report <u>may</u> be shortened...” and “Committee sections of the Report <u>may</u> contain only a brief, bullet point list...”. Mr. Bhavnani moved to approve the minutes as amended; Ms. Thomas seconded. The motion carried unanimously through roll call.	The minutes were approved as amended. M/S/C	
V.	Welcome and Introductions Mr. Harris welcomed all Executive Committee members and non-members attending from the community.		
VI.	Public Comments Elizabeth R. Stone commented on the “Conduct” agenda item noting that she had expressed concern for several years regarding how people who receive services were addressed and asked Board members, when discussing the Bylaws agenda item, to take into consideration that the composition of the Board needs to comply with the law.		
VII.	Chair Comments and Announcements Mr. Harris announced that notifications and other informational items that are normally sent via email during the month will now be sent once a month via a Correspondence File that will be included with the General meeting agendas. Time sensitive items or issues will be directed to the Chair for review and will be distributed to BHAB members at that time. Mr. Harris noted that he and Mr. Bhavnani recently met with Dr. Sevet Johnson and have established a monthly meeting for the purpose of maintaining continuity between the Department and the BHAB. Mr. Bhavnani noted that he serves as back up to the Chair for the meetings.		

	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ ACTIONS	RESPONSIBLE
VIII.	<p>Director's Updates – Dr. Sevet Johnson</p> <p>A. The Department of Health Care Services (DHCS) proposed a one-year extension for the 1115 Waiver to December 2021 to give the State an opportunity to regroup and carry forward the most imperative parts of the CalAIM initiative.</p> <p>B. The Federal Communications Commission adopted “988” as a new nationwide 3-digit phone number for suicide prevention and mental health crisis.</p> <p>C. The Lanterman, Petris, Short (LPS) Audit, conducted with three counties, was released on June 28. Several findings and recommendations were noted.</p> <p>D. Legislation being closely watched; SB 665, SB 803.</p> <p>Ms. Gardner asked if Prevention and Early Intervention (PEI) funds would also be targeted under Senate Bill 665. Dr. Johnson responded that only Innovations funds were being targeted.</p>		
IX.	<p>Board Executive Committee Member Comments and Announcements</p> <p>Ms. Gardner thanked Chair Harris for providing clarity regarding how the distribution of informational and time-sensitive items will be handled and concurred with the plan.</p> <p>Mr. Bhavnani noted the importance of being mindful of the possible political ramifications of sending emails to BHAB members that could bias the BHAB in one way or another or cause BHAB members to reject their own opinions.</p>		
X.	<p>Secretary's Report</p> <p>Ms. Haffner reported two members absent and one member was excused at the last General meeting. Ms. Haffner questioned the attendance of two members. It was confirmed that they were in attendance. Ms. Haffner noted that she was not aware of a member's resignation and noted that there appears to be a vacancy in District 5, with no other vacancies noted.</p>		
XI.	<p>Old Business</p> <p>A. Lanterman, Petris, Short (LPS) Reform Workgroup Report Update – Jerry Harris Mr. Harris summarized the status of the LPS Report and noted that County Counsel had several issues. 1. BHAB does not have the authority to advocate for State legislative items. Mr. Harris noted that previously the BHAB had asked the Board of Supervisors (BOS) to support legislative bills, with legislative advocate agreement and compliance with BOS policy. Dr. Johnson stated that County Counsel suggested that the Mission Statement and the wording related to the BHAB's work on legislative items be modified due to their opinion that this was not a role of the BHAB per the WIC. Mr. Harris asked for further clarification from County Counsel.</p> <p>Mr. Bhavnani asked whether all BHAB workgroup reports need to be presented to County Counsel prior to submission to the BOS and asked Dr. Johnson if it would be possible to meet with County Counsel regarding the Report. Dr. Johnson stated that she would inquire if a meeting can take place. Mr. Bhavnani noted that the Welfare & Institutions Code (WIC) states that reports are to be sent to the BOS with a copy to the Director. A discussion took place regarding the handling of documents generated by the BHAB. Dr. Johnson noted that the policy to vet these through VCBH & County Counsel was approved by the BOS for all items to be placed on the BOS Agenda. Ms. Gardner offered to provide BHAB members with County Counsel guidelines that had been distributed several years ago and Mr. Harris noted he would research the document to determine if it pertains to the current discussion. Ms. Haffner suggested researching the California Association of Local Behavioral Health Boards & Commissions' (CALBHB/C) best practices on this subject.</p> <p>B. Bylaws Amendments – Status Update – Dr. Sevet Johnson Dr. Johnson noted that the Bylaws were pulled and returned to the BHAB for further review specific to the two thirds vote requirement not required in the WIC. Discussion ensued regarding the history of the Bylaws content and what changes would be brought forward to the BOS or deferred back to the BHAB. No action was taken, and it was agreed that this item be placed on the August 17 General meeting agenda for discussion and action.</p>	<p>Dr. Johnson to send the LPS Report back to County Counsel for further clarification</p> <p>No action taken. Item will be on August 17 General meeting agenda.</p>	Dr. Johnson

	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ ACTIONS	RESPONSIBLE
	<p>Elizabeth R. Stone made a public comment on issues that were raised at the last BHAB and BOS meetings regarding the election of the Chair, term limits, the composition of the BHAB and current meeting times that may limit community members’ participation.</p> <p>C. Mental Health Services Act (MHSA) and Performance Outcome Measures Workgroups – Update Mr. Harris stated that BHAB members were asked to volunteer for the Workgroups and that all BHAB members who volunteered would be included. Workgroup meeting dates/times will be provided by Pete Pringle and Kiran Sahota.</p>		
<p>XII.</p>	<p>New Business</p> <p>A. Best Practice – Conduct Mr. Harris expressed concern about what he felt were personal attacks that took place at the last BHAB General meeting and stated that, as Chair, he will not permit this to occur. He noted the proposed Best Practice - Conduct guidelines are from CALBHB/C. Mr. Harris asked for a motion to recommend that the full BHAB adopt the Best Practice – Conduct guidelines as a BHAB policy. Ms. Gardner requested that more detail be added to the summary guidelines. Following a brief discussion, it was determined that the clarification that Ms. Gardner had requested was not needed as the document was clear on the matter in question. Ms. Haffner moved to approve; Mr. Bhavnani seconded. The motion carried unanimously through roll call.</p> <p>Elizabeth R. Stone made a public comment emphasizing that Person-First Language of the Conduct guidelines was crucial.</p> <p>B. Mentor Program for New Members Mr. Harris noted that a Mentor Program concept for new members was discussed at CALBHB/C’s last Governing Board Director’s meeting. He noted that new BHAB member training had not been provided for a while and asked for feedback on adopting the Program. Mr. Ramirez voiced his support. Ms. Gardner agreed with the concept and volunteered to be a Mentor. Ms. Haffner expressed a precaution to BHAB members who are in a mentorship role to ensure that discussions are specific to process and procedures and not include BHAB issues that might violate the Brown Act.</p> <p>C. Recognition Certificates – Dr. Gina Petrus, Dr. Jamie Banker, Monique Garcia. Mr. Harris noted that three BHAB members who resigned will receive recognition at the August 17 General meeting and will be invited to join the meeting via Zoom. Mr. Harris reminded members that when BHAB members resign, they should notify their appointing Supervisor, the BHAB Chair and the BHAB secretary of the resignation.</p>	<p>Board Policy – Conduct guidelines recommended for BHAB adoption. M/S/C</p>	
<p>XIII.</p>	<p>Develop Agenda for Virtual General Meeting Scheduled on August 17, 2020 at 1:00 PM The Executive Team reviewed the proposed agenda and made the following comments/changes:</p> <p>A. New Business – Move Recognition Certificates to follow Public Comments.</p> <p>B. New Business – Separate the Review BHAB Mission, Vision and Objectives agenda item into two separate items: Review BHAB Mission & Vision and Review BHAB Objectives.</p> <p>C. Future Presentation – Defer the following presentations:</p> <ol style="list-style-type: none"> 1. Ventura County Office of Education (VCOE) Prevention Services Coordination for Schools 2. Rancho Sierra Apartments Project to Build Housing for Homeless and Mentally Ill (No Place Like Home). <p>D. Ms. Haffner reiterated her previous requests to form an ad hoc committee to review difficulties that people have in accessing services. Mr. Harris noted that the plan is to recommend that the BHAB have one objective to review gaps in service, hear the stories and develop an approach on how to best address the objective. Ms. Haffner noted that it would be important to discuss CALBHB/C’s analysis on ad hoc committees conducting small group discussions or listening sessions to improve knowledge about how services are accessed. Ms. Gardner added that a work group may limit the ability for the full BHAB to obtain knowledge to address the service gaps.</p>		

	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ ACTIONS	RESPONSIBLE
	A public comment was made by Roberta Griego asking whether the BHAB had ever considered hosting a study session or forum where family members could tell their stories to BHAB members. Mr. Harris stated that this will be proposed.		
XII.	Adjourn The meeting was adjourned at 2:00 PM.		

Behavioral Health Advisory Board EXECUTIVE Meeting Attendance 2020-2021

Members 2020-2021	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Jerry Harris Chair	X	X										
Ratan Bhavnani 1 st Vice Chair	X	X										
Joe S. Ramirez 2 nd Vice Chair	X	X										
Mary Haffner Secretary	X	X										
Janis Gardner Chair Emeritus	X	X										
Carol Thomas Member At Large		X										

Present = X

District 1: Supervisor Bennett

District 2: Supervisor Parks

District 3: Supervisor Long

District 4: Supervisor Huber

District 5: Supervisor Zaragoza

CONDUCT

In addition to following the Brown Act, and abiding by adopted meeting rules (e.g. Roberts Rules), the following guidelines are provided to help local mental health boards (MHBs) function as effective advisory bodies.

A. Conduct Agreement – A listing can be printed on agendas and/or read at the beginning of each meeting. The following list is an example:

1. Active Listening
2. Focus on Issues
3. Person-First Language (see below)
4. No Swearing
5. No Personal Attacks or Criticism (of self or others)
6. One person speaks at a time—no side bars
7. Keep comments short if possible—do not monopolize discussion
8. Limit the Use of Acronyms—“When in doubt, spell it out.”
9. Turn Off or Silence Cell Phones

B. Person-First Language

When talking about people with mental illness, it is important to be mindful and use "person-first language". MHB members should set an example and lead the way in using terminology when speaking or writing that is positive and reflective of the person first.

Generic phrases such as "the mentally ill" or "psychologically disturbed" are not appropriate since they convey a lack of appreciation for and depersonalize the individual. These terms communicate and reinforce the discriminatory notion of a special and separate group that is fundamentally unlike the rest of "us."

The use of person-first language such as "a person with schizophrenia," "an individual with bipolar disorder," or "people with mental illnesses," communicates first that they are people and second that they have a disability. Use of person-first language, although sometimes awkward, is important and requires that we be mindful of what we present to the public.

Language to Avoid

• Mentally defective or disturbed • Mentally ill • Mentally or emotionally handicapped • Crazy, nuts, etc. • Emotionally challenged • Differently-abled • Victim or sufferer

Person-First Language:

• Person with a psychiatric or psychological disability • Person with schizophrenia • Person with a mental illness • Person with bipolar disorder • Individual living with mental illness

C. Unconscious Bias **Training:** www.calbhbc.org/training

- Avoid Micro-Aggressions (Inequalities): Comments or actions that are subtly and often unintentionally hostile or demeaning to a member of a minority or marginalized group. (Such as looking at your cell phone while someone is speaking.)
- Be intentional about treating everyone with dignity and respect. (The Public, Speakers, MHB Members, Staff, Contractors, etc.)