

BEHAVIORAL HEALTH ADVISORY BOARD
EXECUTIVE COMMITTEE (VIRTUAL MEETING VIA ZOOM)
MINUTES ■ Monday, November 9, 2020

<p><u>BHAB Officers Present</u> Jerry Harris, Chair Ratan Bhavnani, 1st Vice Chair Mary Haffner, Secretary Carol Thomas, Member-At-Large Janis Gardner, Chair Emeritus</p> <p><u>Others Present</u> Nancy Borchard, BHAB Gane Brooking, BHAB Roberta Griego, NAMI Ventura County Maya Lazos, Vista del Mar Hospital Asencion “CiCi” Romero, Pacific Clinics-Ventura County Carole Shelton Elizabeth R. Stone, BHAB & Client Network Scott Walker, Crisis Intervention Team Liz Warren, Client Network Barry Zimmerman, Health Care Agency, Chief Deputy Director</p>	<p><u>Ventura County Behavioral Health (VCBH) Staff Present</u> Dr. Sevet Johnson, Director Dr. Loretta Denering, Substance Use Services Division Chief Dina Olivas, Youth & Family Division Chief Terri Yanez, Administration Division Chief Joanna Peterson, Management Assistant Vickie Poliquin, Temporary BHAB Assistant</p> <p>NEXT MEETING: Monday, December 7, 2020, 1:00 – 2:30 p.m.</p> <p>Virtual Meeting Via Zoom</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 1:04 PM.		
II.	Roll Call – Board Executive Committee Attendees First Vice Chair Bhavnani 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; Ms. 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 October 12, 2020 minutes. Ms. Thomas moved to approve the minutes as written; Ms. Haffner seconded. The motion carried unanimously through roll call.	The minutes were approved as written. M/S/C	
V.	Welcome and Introductions Mr. Harris welcomed all meeting participants.		
VI.	Public Comments <ul style="list-style-type: none"> • Carole Shelton spoke to advocate for services for two family members. • Nancy Borchard asked that the BHAB be provided with budget documents that would enable the Board to review the Mental Health Services Act (MHSA) budget from the past 3-5 years. 		
VII.	Chair Comments and Announcements <ul style="list-style-type: none"> • Mr. Harris announced that the Chair of the Transitional Age Youth (TAY) Committee, whose term is coming to an end, will not be requesting that she be reappointed to the BHAB. An action item will be placed on the November General meeting agenda to appoint and confirm a new Chair. 	Add action item to November General meeting agenda to appoint new TAY Committee Chair.	Jerry Harris
VIII.	Director’s Updates Dr. Johnson provided the following update: <ul style="list-style-type: none"> • Addressed Ms. Borchard’s request to review the MHSA budget. A Fiscal Update on MHSA and mental health programs will be presented to the BHAB in January 2021. • Working with Mr. Zimmerman on the Mental Health & Safety Task Force recommendations in preparation for his update to the Board of Supervisors on November 17. • Highlighted the following items for the expansion of the Continuum of Care: <ul style="list-style-type: none"> ◆ Plans to open a Crisis Residential Treatment Center (CRT) in Santa Paula in Summer 2021; 		

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	<ul style="list-style-type: none"> ◆ Plans to open a Crisis Stabilization Unit (CSU) at St. John’s Regional Medical Center in early 2021; ◆ Plans to develop a Therapeutic Crisis Response Team to enhance Crisis Team services for those that do not meet criteria and need intervention to assist with stabilization; and ◆ Plans to open a Mental Health Residential Center (MHRC) In Ventura county with 100 or more beds. <ul style="list-style-type: none"> • The BHAB Bylaws will be presented to the Board of Supervisors on November 10 for approval. • Announced that Pete Pringle, Special Projects Division Chief, recently retired after three decades with VCBH noting that VCBH staff have been working closely with Mr. Pringle to ensure a smooth transition of his responsibilities overseeing Quality Assurance, the Electronic Health Record and other special assignments. <p>Ms. Gardner, Mr. Bhavnani, Ms. Borchard and Roberta Griego asked Dr. Johnson a variety of questions regarding the Therapeutic Crisis Response Team.</p> <p>Mr. Harris requested that a comparative spreadsheet to review MHSA’s budget allocation trends be included with the January 2021 Fiscal presentation.</p>	<p>Include MHSA Budget Allocation Trends with the January 2021 Fiscal Presentation to the BHAB.</p>	Dr. Johnson
IX.	<p>Executive Committee Member Comments and Announcements</p> <p>There were no comments or announcements.</p>		
X.	<p>Secretary’s Report</p> <p>Mr. Harris provided the Secretary’s Report for Ms. Haffner advising that one member’s term is due to expire and another member will not renew their term. Mr. Bhavnani reported that Ms. Haffner will report meeting attendance at the General meeting on November 16.</p>		
XI.	<p>Old Business</p> <p>A. Status of Data Notebook Completion</p> <p>Ms. Stone reported on the progress made in obtaining information from a variety of VCBH staff for submission into the Data Notebook Survey. Specific financial data and responses to eight questions are still needed. Ms. Stone noted that she obtained a Word version of the Survey to assist with viewing the questions/answers with the BHAB. Mr. Harris will place this item on the November General meeting agenda as an action item. Dr. Johnson advised that the submission of financial data will be provided and should not delay completion.</p> <p>B. Submission of Amended Bylaws to the Board of Supervisors - Update</p> <p>Mr. Harris noted that the Bylaws will be presented to the Board of Supervisors on November 10 for approval, as previously stated by Dr. Johnson.</p>	<p>Place on next BHAB meeting agenda as an action item.</p>	Jerry Harris
XII.	<p>New Business</p> <p>A. Evaluate October General Board Meeting to Identify Need for Improvement</p> <p>Ms. Stone noted concern regarding the process for setting time limits on public comments and that people may be unclear about the designated time to make public comments. Ms. Stone noted that all motions should be read prior to the vote. Ms. Stone requested that the decision to not host BHAB presentations be re-evaluated. Mr. Harris noted that BHAB meetings follow the same rules and order as the Board of Supervisor meetings related to public comment time limits. Mr. Bhavnani added that in-person BHAB meetings provided public comment cards that were easier to track than the “raise hand” feature in Zoom.</p> <p>Ms. Borchard noted that public comments should be noted in the minutes.</p> <p>Ms. Haffner suggested that BHAB members consider a protocol for adding an agenda item to address concerns heard through public comments.</p> <p>Terri Yanez noted that the Board of Supervisors meeting minutes do not include specific information regarding public comments and that the BHAB General meeting recordings</p>		

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	<p>are available on the website for the public’s review. Mr. Harris stated that a brief summary of each public comment will be included in the minutes as was done in the past.</p> <p>B. Claim that BHAB Meetings are Contentious - Discussion Mr. Harris expressed disappointment with the tone of the discussion on certain agenda items and noted that the BHAB needs to follow the approved Code of Conduct. Ms. Haffner requested the LPS Workgroup agenda item be placed on the next General meeting agenda of the next General Board meeting to further discuss the efforts of the Workgroup.</p> <p>C. Clarification on Proposed New Inpatient Facility Mr. Harris noted that Dr. Johnson provided information under the Director’s Report that work is taking place with a provider to open a MHRC and asked Dr. Johnson to keep the BHAB up to date on the progress of the project.</p> <p>D. Submission Deadlines for BHAB Documents - Overview Terri Yanez provided an overview of the process established to ensure BHAB agendas, minutes and documents are translated from English to Spanish in a timely manner.</p> <p>E. Progress on Submission of Gaps in Services by BHAB Members Mr. Harris noted that two documents were created from the BHAB’s Gaps in Service submissions. The information will be presented and reviewed at the November General meeting. Mr. Harris stated the first step will be to prioritize items to determine which ones the BHAB will work on, noting that several of the submissions involved continued advocacy.</p>	<p>The LPS Reform Workgroup Report will be placed on the Agenda of the November General Meeting for follow up.</p>	<p>Jerry Harris</p>
XIII.	<p>Develop Agenda for Virtual General Meeting Scheduled on November 16, 2020 at 1:00 PM The Executive Team reviewed the proposed agenda, discussions took place and comments were addressed regarding several items. The Executive Team made the following comments/changes:</p> <p>1. New Business</p> <ol style="list-style-type: none"> 1. Change from: Clarification on New Inpatient Facility – Discussion – Supervisor Linda Parks Change to: Expansion to Current Continuum of Care – Summary Report – Dr. Sevet Johnson 2. Change from: Annual Report Preparation – Discussion Change to: Annual Report Preparation – Discussion – Janis Gardner/Jerry Harris 3. Change from: 2020 Data Notebook Update – Elizabeth R. Stone Change to: 2020 Data Notebook – Review and Approve Data Notebook for Submission – Elizabeth R. Stone - Action (Roll Call) <p>2. Old Business</p> <ol style="list-style-type: none"> 1. Add: Lanterman, Petris, Short (LPS) Reform Workgroup Report – Wrap-Up Discussion <p>Mr. Harris thanked everyone for attending the meeting noting that the views, issues and ideas that were raised and discussed are important to the BHAB’s work.</p>		
XV.	<p>Adjourn The meeting was adjourned at 2:26 PM.</p>		

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	X	X	X							
Ratan Bhavnani 1 st Vice Chair	X	X	X	X	X							
Joe S. Ramirez 2 nd Vice Chair	X	X		e								
Mary Haffner Secretary	X	X	X	e	X							
Janis Gardner Chair Emeritus	X	X	X	X	X							
Carol Thomas Member At Large		X	X	X	X							

Present = X

- District 1: Supervisor Bennett
- District 2: Supervisor Parks
- District 3: Supervisor Long
- District 4: Supervisor Huber
- District 5: Supervisor Zaragoza