



# Merced County Mental Health Board Meeting

January 3, 2012

3:30 – 5:00 pm

1137 B Street, Merced, CA 95341

**Present:**

Mary Ellis, Chair; Sally Ragonut, Vice-Chair; Vince Ramos, Secretary; Hub Walsh, Supervisor; Mary Hofmann; Chuck McClure; David Baker; Kim Carter; James Fuller; Cora Gonzales; Audrey Kotrich-Spangler

**Absent:**

Keng Cha; Norma Blackwood; Maureen Freitas; Chris Kraushar

**Others Present:**

Manuel Jimenez, Director; Jean Anderson; Fred Risard, Stanislaus State; Jan Morita; Linda O'Donnell; Barbara Coffelt; Carol Hulsizer, Recorder

## MINUTES

**I. Call to Order / Flag Salute / Roll Call**

Mary Ellis, Chair, called the meeting to order at 3:35 p.m. The flag salute was done. Roll call was taken. Mary thanked everyone present today for their attendance. Mary requested that anyone who has something to say to please address the "Chair" and that will help the meeting go smoothly.

**II. Approval of Minutes from December 6, 2011 (BOARD ACTION)**

**Action/Recommendation:** Sally requested one correction to the December minutes. Audrey Kotrich-Spangler was noted as being present and absent. This needs to be corrected. M/S/C (Fuller / Baker) to approve the minutes from December 6, 2011 with the noted correction.

**III. Approval of Agenda for January 3, 2012 (BOARD ACTION)**

**Action/Recommendation:** M/S/C (Hofmann / Gonzales) to approve the agenda for January 3, 2012.

**IV. Opportunity for Public Input to Speak on Any Matter of Public Interest Within the Board's Jurisdiction Including Items on the Board's Agenda (Time Limit of 3-5 Minutes)**

**a. Open Discussion for Board**

**Discussion/Conclusion:** Mary H. – Mary passed out a flyer on NAMI's upcoming Spring 2012 Family-to-Family Class. This class is starting early because some families were very eager to begin. The first class will be on January 19<sup>th</sup>. If anyone knows of any families who would benefit from NAMI's support, contact the phone number on the flyer. Mary also passed around NAMI's brochure.

Vince – 1) he found some regulations on confidentiality by the American Mental Health Counselors Association Code of Ethics 2010. He asked that Carol make copies for the February packet. 2) Vince forwarded Carol an email regarding an upcoming webinar for Mental Health Boards (Carol gave a copy of the email to Mary E.). Sally stated that she also had the email and the webinar is on February 11<sup>th</sup>. Sally volunteered to take this project on and figure out which Board members are interested in the webinar. After more discussion it was decided that Jean would also look into getting more information on this. Carol will forward the email to the entire Board.

**Recommendation/Action:** More information is needed on the upcoming webinar.

**V. Policy on who can go to the Wellness Center (Manuel)**

**Discussion/Conclusion:** Jean reported that the Department does not have a formal policy specifically about the Wellness Center other than folks need to be open to the system. Jean did bring a couple of policies/procedures about access to services. One was on the criteria for the various levels of service that the Department provides. The second was about the process for how you get into the various levels of care. Copies of both were passed out. When the Wellness Center first opened it was open to all clients. Then it became apparent that the Department needed to be sure that those being provided services were getting the access they needed and that was when the decision was made to limit it to those who were open to Merced Mental Health. This means that if someone comes

**V. Policy on who can go to the Wellness Center (Manuel) – con't.**

to the Wellness Center and they are not open to the Mental Health Dept., the first step is for them to have an assessment to determine if they meet the criteria for services. The question was asked how long does someone go without services before they are closed. Manuel stated that they are closed after about six months of no services. But this does not mean that they cannot come back again and be re-assessed. If someone is receiving services from a primary care physician (not associated with the County Mental Health Dept.), they cannot use the Wellness Center. The Wellness Center is not a community support; it is a support for clients of Merced County Mental Health. Cora stated that the Board may want to review these two policies (they were last revised in 2002) and then have more clarification put in the policy/procedure as to who can use the Wellness Center, etc. Jean stated that the Department is in the process of updating policies/procedures. Sally recommended that an ad-hoc committee be formed to study the two policy/procedures that were handed out and need to be updated. Manuel reminded the Board that they do not have the authority to change/update/approve the Department's policies and procedures. Supervisor Walsh suggested that after the policy/procedures have been updated, they be brought back to this Board to make sure that any questions or concerns addressed today have been answered.

**Recommendation/Action:** Information only

**VI. Review purpose of this Board**

**Discussion/Conclusion:** Mary E. passed out a document she put together regarding the goals and purpose for the Board (she took this from the Roles and Responsibilities and the By-Laws). She asked for everyone to share their ideas and input on the goals and purpose. Sally commented that the title of this Board is Merced County Mental Health Board but in fact this is an advisory board. This Board is to advise the Director and the Board of Supervisor which is part of the Roles and Responsibilities. Not much of this has been done in the past and there is a way to go to actually accomplish what is in the Roles and Responsibilities. Cora stressed that this Board really needs to look at what they should be doing here. Cora asked that the Roles and Responsibilities be sent out again to the Board and put on the agenda again for next month. Supervisor Walsh stated that this Board's structure is not conducive to what this Board wants to do. It seems that the structure is set up for one purpose, when the Board would like more program specific discussion. This says the Board is moving towards sub-committees and at this larger meeting there would be sub-committee reports. But, the sub-committee work will not be done at this meeting. Sub-committees seem to be the direction this Board would like to go. Jean was asked what were the sub-committees that Stanislaus has; she stated that they are: 1) Children/TAY System of Care, 2) Adult System of Care, 3) Older Adult System of Care, 4) Administrative/Fiscal Services (includes business office, financial services, IT, all administrative services except for Managed Care), 5) Criminal Justice Oversight (includes detention, probation, Mental Health Court, and various forensic programs), 6) Managed Care, and 7) Impact Committee (if an issue came up that did not fit into a System of Care but people were interested in working together on it). These sub-committees meet monthly and are arranged and hosted by staff who work with the Board members to determine what the agenda will be. Cora recommended that a sub-committee be formed to look at forming sub-committees. Sally asked Jean if she would help guide them in this process.

**Recommendation/Action:** M/S/C (Gonzales Hofmann) to form a sub-committee to look at forming sub-committees. Supervisor Walsh motioned that the Executive Committee plus volunteers be the folks who work on the sub-committee committee. M/S/C (Walsh / McClure) that the Exec Committee and volunteers make up the sub-committee to form sub-committees. Those who would like to meet with Jean are Cora, Mary H., Chuck, Mary E., Sally, Vince and David. Jean will work on a date/time.

**VII. Fiscal Report**

**Discussion/Conclusion:** Manuel reported that the State is behind in making Medi-Cal payments throughout the state. Currently we have billed over \$3 million in Medi-Cal, however, the State has only paid us \$2,000. They have also paid some administrative costs which is \$53,000. One big issue in the delay of payments is the new computerized billing system. The Department is preparing its budget for FY 12/13. The only problem in next year's allocation is that the Governor put Realignment II under Public Safety that is all based on sales tax. Funding is a little uncertain because in a poor economy people are not buying as many taxable goods which means revenue could be down in FY 12/13.

**Recommendation/Action:** Information only

**VIII. Mental Health Board Sub-Committees**  
**a. Forming Committees**

**Discussion/Conclusion:** This was covered in item IV.

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| <b>Recommendation/Action:</b> None   |
| <b>IX. DVD – Hmong Issues</b>  |
| <b>Discussion/Conclusion:</b> Manuel reported that this was a video that the California Institute for Mental Health (CIMH) put together and deals with three different cultures – the Latino, Hmong, and Native American. Today the Board viewed the one on Hmong culture. This video shows how the Hmong community deals with mental illness. It was filmed for the most part in Merced. The Latino and Native American DVDs will be shown at future Board meetings. Sally commented that Keng was disappointed that he could not make today's meeting and asked if he could borrow this DVD. Manuel stated that would not be a problem.  |
| <b>Recommendation/Action:</b> Information only.  |
| <b>X. Director's Report</b><br><b>a. Training for Mental Health Board</b>  |
| <b>Discussion/Conclusion:</b> Manuel passed out a Pre-Training Survey for Local mental Health Boards and Commissions (LMHB/Cs) Members to help determine what type of training to do.  |
| <b>Recommendation/Action:</b> None   |
| <b>XI. Committee Reports / Updates</b><br><b>a. Quality Improvement Committee (QIC) – Mary Ellis</b><br><b>b. Executive / Bylaws / Planning Committee – Mary Ellis</b><br><b>c. Membership Committee – Kim Carter</b><br><b>d. Patients' Rights Advocate – Barbara Coffelt</b><br><b>e. Supervisor's Report – Hub Walsh</b><br><b>f. MHSO Ongoing Planning Council Update – Sharon Jones</b><br><b>g. Wellness Center Update – Chuck McClure</b>   |
| <b>Discussion/Conclusion:</b> a. There was no QI meeting. b. No report. c. Kim reported that she has someone interested who is in District #4; she will try to attend next month's meeting. d. Barbara stated that the number of 5250 hearings has declined significantly. The doctors are doing really well as far as utilizing patient's options to make a choice to stay rather than be held against their will. This is a positive thing. e. Supervisor Walsh reported the BOS will be reviewing who will be Chair and Vice-Chair of the Board as well as committee assignments. Assignments such as being on the Mental Health Board might change. They will also be undergoing a mid-year budget review in light of the Governor's adjustments that were enacted in December as well as the recent court actions on redevelopment and what the implications are for the County and services. They will also be looking at what the Governor proposes for his budget in January. The BOS wishes everyone a Happy New Year. Supervisor Walsh emphasized that anytime he gets information from this Board he sends a copy to each of the other BOS members. f. Sharon was not present today. g. Chuck reported that they have been closed for the last few Mondays and he was not able to attend the last CAC meeting because of work obligations. They did have their holiday festival on the 15 <sup>th</sup> and it went extremely well. Because of Chuck's work schedule he will not be able to attend the CAC meeting and he holds the Vice-Chair. He presented this on whether they would like to replace him or still keep him in the loop because he will be there later on Mondays, just not at the time of the CAC meetings. He will let them decide on what they want to do. |
| <b>Recommendation/Action:</b> Information only   |
| <b>XII. Adjournment</b>  |
| <b>Discussion / Conclusion:</b> The meeting was adjourned at 5:07 p.m. Our next meeting is February 7, 2012.   |

Submitted by: \_\_\_\_\_  
Carol Hulsizer  
Recording Secretary

Approved by: \_\_\_\_\_  
Vince Ramos, Secretary  
Merced County Mental Health Board

Date: \_\_\_\_\_

Date: \_\_\_\_\_