



# Merced County Behavioral Health Board Meeting

August 2, 2016

3:00 pm – 5:00 pm

1137 B Street, Merced, CA

<b>Present:</b>	Iris Mojica de Tatum, Chair; Paula Mason, Secretary; Mary Ellis; Kim Carter; Mary Hofmann; Vince Ramos
<b>Absent:</b>	Supervisor Hub Walsh; Richard Hawthorne, Vice-Chair; Sally Ragonut; Keng Cha; Roger Moua
<b>Others Present:</b>	Yvonnia Brown; Chris Kraushar, PRA; Sharon Jones; Robert Porta; Sharon Mendonca; Liz Freitas; Angelo Perez; Lindsey; Carol Hulsizer, Recorder

## MINUTES

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

Chair Iris Mojica de Tatum called the meeting to order at 3:05 p.m. The flag salute was done. Roll call was taken.

### II. Mission Statement

Iris read the Mission Statement.

### III. Approval of Minutes from July 5, 2016 (BOARD ACTION)

**Action/Recommendation:** A quorum was not present and the July 5, 2016 minutes could not be approved.

### IV. Opportunity for public input. At this time any person may comment on any item which is not on the agenda.

**Discussion/Conclusion:** Liz – she attended the Wellness Center 10<sup>th</sup> Anniversary and gave kudos to the whole team. It was an exceptional activity. The whole program was well done – they had an agenda and stayed with it. Aaron was the MC and did a fabulous job. There was a slide show that was well put together. The testimonies from the clients were all heart-warming; they talked about how much they are supported there, how much it means to them, how much they love the Wellness Center and it is a family. It is important to understand that the clients do not have families to go home to and the interaction they have there really makes it their family. They don't have the options the rest of us have and it is so important for them to remain emotionally and mentally healthy because of the kinds of recreational socialization they get from the Wellness Center. It is a fabulous place.

Mary H. – she represents NAMI and passed out flyers on an event on September 9<sup>th</sup> and would like everyone to attend. It will be at the Christian Life Center and Ken Baldwin, who survived jumping off the Golden Gate Bridge, will be the guest speaker. NAMI produced a 30-minute video which features their family members and consumers talking about their experiences; it will also be shown that night.

Vince – he agreed with Liz about how consumers, who help other consumers in crisis, are great. We need to support the consumers who are helping the others as much as possible. Iris commented that many Board members would be happy to attend these events as long as they have been made aware of the event. Yvonnia commented that in the future she will make sure the Board receives these kinds of notices. Vince continued with discussion on the spending at the Wellness Center and itemizing what is being spent on the clients at the Wellness Center. Sharon M. explained how the requisition system works. Iris stated that because this was not a subject on the agenda, if further discussion was needed, it could be placed on the agenda next month. Mary E. commented that at many of the committee meetings she attends there are flyers and other informational notices - you just need to look for them. Vince questioned what the policy is for entering the Wellness Center; twice he has been turned away from entering and the last time he was asked to sign a confidentiality statement by staff and was still refused entrance. Yvonnia stated there is a policy and the two of them have discussed this in the past, but she would be more than willing to meet with Vince again and discuss this issue. Liz commented that those who do not work for the agency and go in for a special event always have to sign a confidentiality statement.

Mary H. reminded everyone that NAMI is beginning their Family-to-Family classes, Peer-to-Peer classes and the Basics class at the beginning of September. If anyone knows any family who has been affected by mental illness and needs education support and advocacy, please pass this information on. Consumers are encouraged to take the Peer-to-Peer classes. Call 381-6844.

**Recommendation/Action:** Informational only

<b>V. Welcome New Board Member – Roger Moua</b>
<i>Discussion/Conclusion:</i> Roger was not able to attend today's meeting.
<i>Recommendation/Action:</i> This will be placed on next month's agenda.
<b>VI. New Board Applications</b> <b>a. Perez, Angelo (BOARD ACTION)</b>
<i>Discussion/Conclusion:</i> a. A quorum was not present today. This will be tabled until the next meeting.
<i>Recommendation/Action:</i> This will be placed on next month's agenda.
<b>VII. Ethics Training Reminder</b>
<i>Discussion/Conclusion:</i> Iris asked if everyone has signed up for this required training. The two training dates are September 27 <sup>th</sup> and October 7 <sup>th</sup> .
<i>Recommendation/Action:</i> Informational only
<b>VIII. Pre-Claim Audit Process (overview) – Robert Porta</b>
<i>Discussion/Conclusion:</i> Robert gave a brief overview of the pre-claim process. They randomly select 30 charts each month by site through unbilled EHR (electronic health record) data. The charts are reviewed using UR (utilization review) worksheets to ensure consistency with every reviewer. They look over the worksheet and determine what should be allowed and disallowed. They block the billings before the end of the month for disallowances. The staff managers are then notified of all the remarks that are made through the UR worksheets. The staff members and managers are notified of all remarks. Once they have the corrections, the data is recalculated based on corrections completed and then they come out with a new, corrected number for the data. Robert explained different deficiencies and disallowances. He explained the monetary amounts disallowed for the last fiscal year and the percentages associated with them. Robert continued with the categories for disallowances and the percentages of each. All this information was in the Director's PowerPoint for this meeting and was handed out to everyone present.
<i>Recommendation/Action:</i> Yvonnia recommended that at the next QIC meeting, Robert bring an updated version of the disallowance of services percentages.
<b>IX. FY 16/17 Mental Health Proposed Budget – Sharon Mendonca</b>
<i>Discussion/Conclusion:</i> Sharon M. stated that with the new fiscal year there will be a new layout of the budget to give oversight to the Managers in order for them to keep a better eye on what is their responsibility. The Managers will have more "hands-on" this year in developing their own budget. They have a new dashboard software for closer tracking and oversight of services which is called Tableau; services are being tracked as they happen. The term "productivity" is now called "service standards". They have included separate Wellness Center's budgets and the Coordinators have had a lot of hands-on in developing them. She passed out a draft of the budget – this is preliminary, it is not the final budget; the budget goes to the BOS on September 20 <sup>th</sup> . The total budget for Mental Health is \$76 million and that includes \$22 million for the building project. The total budget for AOD is \$4.75 million. Three positions have been added to the budget – a clinician for Adults, a Mental Health Clinician for the Recidivism Grant, and a Supervisor for Public Conservator/Public Guardian. Sharon went over different line items on the draft budget. Sharon was asked how long the Department goes before closing out the fiscal year; Sharon responded that it would be in August. She was then asked when you would be able to see what was underspent and what was overspent in the different area; Yvonnia responded that it would probably be September. Another question was about the Dept. of Rehab. grant and the budget dropping from the previous year; Sharon did not know, she thought it might be affected by the amount of staff that dedicates their time to the program. The amount was based on the allocation letter that they gave the Department. There was another question on the Public Guardian fees and the collections going up; Sharon responded that this was based on collections that were gathered last year.
<i>Recommendation/Action:</i> Information only
<b>X. MHSA Positions / Personnel Cost (overview) – Sharon Jones</b>
<i>Discussion/Conclusion:</i> A document was passed out which reflects all the costs, including benefits, for staffing under MHSA. All the staffing is tracked by the MHSA analyst. When there is an approved item under a MHSA plan it is added to this tracking sheet. The MHSA staffing and administrative costs total over \$5 million. This is just internal programs; it does not include contracted programs.

<b>X. MHSAs Positions / Personnel Cost (overview) – Sharon Jones con't.</b>
Sharon was asked what the difference is between an Extra-Help Community Developmental Partner (CDP) and an Extra-Help Consumer Assistant Worker (CAW) in terms of criteria for that person. Sharon explained that a CDP partners with a community and facilitates groups; it is more of a strengthening-families program. It is community driven – they do the activities, come up with the activities – they develop and implement activities particular to that community. The CAW is client driven.
<i>Recommendation/Action:</i> Information only
<b>XI. Chair's Report</b> <b>a. Finalizing Retreat (date and agenda)</b>
<i>Discussion/Conclusion:</i> a. Iris asked those Board members present if they wanted to wait until all Board members were present in order to establish a retreat date. The Board members present agreed. Iris stated that the retreat will probably happen in October or November and they should have some HIPAA training as a Board. Yvonnia thought that Kurt Craig could provide this training to the Board at a monthly meeting.
<i>Recommendation/Action:</i> This item will be tabled until the next meeting in September.
<b>XII. Supervisor's Report</b>
<i>Discussion/Conclusion:</i> Supervisor Walsh was not present.
<i>Recommendation/Action:</i>
<b>XIII. Director's Report</b> <b>a. B Street Location Update / Next Steps</b> <b>b. No Place Like Home Update</b>
<i>Discussion/Conclusion:</i> a. The appraisal was done but the final report is still pending. When more information is known, it will be passed on. b. This will be a major impact to the MHSAs program. Each county will be allotted a minimum of \$500,000; however, if they want more than this, they have to do an application for a part of the \$200 million that has been set aside for additional funding and this will be based on the county's homeless count who are also SMI (severely mentally ill). It will be competitive – first come, first served. MHSAs guidelines also have to be met. Yvonnia stressed that there are more initiatives to use Statewide MHSAs funding. The First Episode of Psychosis (FEP) is currently funded under SAMHSAs and Darrel Steinberg wants to make this a Statewide program to be funded under MHSAs. Mr. Steinberg is also looking at \$200 million to go into college student health. If all this MHSAs funding goes through, at some point, there will be some shrinkage to our County allocation. If local counties are not willing to support Statewide programs, there are interested people that would help support these programs. Yvonnia will keep everyone updated.
<i>Recommendation/Action:</i> Information only
<b>XIV. Reports / Updates</b> <b>a. Executive Committee</b> <b>b. QIC</b>
<i>Discussion/Conclusion:</i> a. Iris had nothing new to report. b. Mary E. shared some flyers she had on different trainings that she picked up from different meetings she had attended.
<i>Recommendation/Action:</i> Information only
<b>XV. Announcements</b>
<i>Discussion / Conclusion:</i> None
<b>XVI. Adjournment</b>
<i>Discussion / Conclusion:</i> The meeting was adjourned at 4:53 p.m. The next meeting is September 6, 2016.

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

Approved by: \_\_\_\_\_  
Paula Mason, Secretary  
Merced County Mental Health Board

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

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