

**Alameda County Mental Health Advisory Board FINAL Minutes**  
**May 13, 2019 ♦ 12:00pm-2:00pm**  
**The Redwood Conference Room, 1100 San Leandro Blvd., San Leandro, CA. 94577**

Meeting called to order @ 12 PM by Chair Lee Davis.

**Roll Call/Introduction of Guests**

**Mental Health Board Members:**

**Present:** Chair Lee Davis, Loren Farrar, L.D. Louis, Marsha McInnis, Alane Friedrich

**Absent:** Ernest Hardmon

**Excused:** Linda Ramus, Juliet Leftwich, Sheldon Koiles, Brian Bloom, Tamika Greenwood

**BHCS Staff:** Robin Eldridge, Shannon Chanhthavong, Carol Burton

**Public:** Alison Monroe

ITEM	DISCUSSION	ACTION
<b>Roll Call / Introductions</b>	Roll call was taken. Introductions were made.	
<b>Emergency Action</b>	None.	
<b>Approval of Minutes</b>	April minutes have not been approved because there is not a quorum. Will be reviewed during the next MHAB meeting.	
<b>Correspondence</b>		
<b>Action Items:</b>		
<b>BHCS Interim Director's Report</b>	<p><b>Carol Burton:</b> Started LGBTQT listening sessions to better understand mental health needs of that community as well as gender non-conforming communities. Periodically, evaluations are made in certain special interest populations to assess the performance of the ACBH. There are six listening sessions happening throughout this month.</p> <p>May is Mental Health Awareness Month. There are several events going on throughout the department to help staff learn more about practicing self-care as well as caring for others.</p> <p>Interviews for Plan Administrator is scheduled for May 24<sup>th</sup>. Hoping to have someone in place by the end of the fiscal year which is June 30<sup>th</sup>. Finance, QA/QI and IS will fall under the Plan Administrator (managed care plans). A presentation has been recommended to further discuss.</p> <p>Status on the Santa Rita Drop-In Center: still in negotiations with the Sheriff's department, but we have identified a vehicle. A RFI will be opened for the desired vehicle. There are several plans identified to make an effort to open the center by September 1. A presentation can be made to the Board by medical director Dr. Aaron Chapman to further explain. Some board members are</p>	

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	<p>interested in performing a site visit to Santa Rita Jail. Juliet Leftwich will be the point of contact in regards to scheduling upcoming visit.</p> <p>Glen Dyer will be closing on July 1<sup>st</sup>. All services will be provided at Santa Rita.</p>	
<p><b>Chair's Report and Discussion</b></p>	<p><b>Annual Banquet:</b> Would like to utilize PR person for this year's annual banquet to assist with planning in conjunction with the MHAB.</p> <p><b>Annual Report</b> is due in June. A written report will be given to the Board of Supervisors. Also plan on giving a presentation of the Annual Report to the Health Board. Vice-chair L.D. Louis is compiling various documents that will compile the report. The JIMHC is chaired by Carol Burton.</p> <p><b>Elections</b> are coming up for Chair, Vice-Chair and Secretary positions. Loren and Brian are assisting with the process / reaching out to potential candidates for member recruitment. Elections are scheduled for June.</p> <p><b>MHAB Meeting Dates:</b> There is a new liaison between the MHAB and the BOS. She is currently unable to attend MHAB meetings due to schedule conflicts so it's been suggested that MHAB meetings be moved to accommodate her schedule. It is proposed that the MHAB meeting be rescheduled from the 2nd Monday of each month to the 3rd Monday instead. The Quality Improvement Committee meets on the 3rd Monday of the month during that time, so that is a conflict for Loren.</p> <p><b>Bylaws:</b> Marsha, Julie, and Loren have reviewed the bylaws. They would like to discuss the possibilities of reducing board membership number from 17 to 16 which would include 3 members per district, clarification of roles, and potentially increasing term limits.</p> <p><b>Agenda Packets:</b> Moving forward electronic copies of agenda packets will be emailed prior to meeting. Physical packets will be provided upon arrival of meeting.</p> <p><b>Alane Friedrich:</b> Today is Alane's last meeting to attend as a board member after serving over 22 years.</p> <p><b>Events:</b> Justice Jam on May 15<sup>th</sup> at Lakeshore Avenue Baptist Church. City of Berkeley Mental Health Event on May 16<sup>th</sup> at South Berkeley Senior Center. There will be a presentation by presentation Boona Cheema.</p>	
<p><b>MHAB Committee Chairs' Reports</b></p>	<p>Subcommittee reports have been postponed until next meeting due to time constraints.</p>	

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<b>Discussion Items</b>	<p><b>Healthcare Services Agency Director Colleen Chawla</b> came in to discuss the recruitment process of <b>Mental Health Director</b> position. Survey has been sent to all staff and contracted partners. Survey questions will be provided to the MHAB. There are currently 10 applicants. Subject matter expert panel will select the top 5 candidates which will be interviewed on July 11th by three panels comprised of ACBH executives, contracted providers &amp; partners, and members of the Mental Health Board. One MHAB member will be on each panel. The questions are modeled after the Public Health Director interview. The MHAB may submit questions that they would like to have asked of the candidates. Comments regarding the salary range were made. It was suggested that HR speak with the other agency directors to get some input and/or feedback about the hiring process.</p> <p><b>Kate Jones</b> made a presentation on the Data Notebook. The Data Notebook will be extremely helpful in assessing the housing needs as well as other needs for Adults and Older Adults. Robert Ratner is the best person to come and do a presentation. Kate can come back, along with Ann Elliott, and possibly Stephanie Lewis to continue the presentation.</p>	
<b>Public Comments</b>	Alison Monroe expressed concerns about finding suitable candidate to fill Director position and housing for the seriously mentally ill.	

**Adjourned 2:03 p.m.**

Minutes submitted by S. Chanhthavong