



CLIENT & FAMILY TECHNICAL RESOURCE GROUP

May, 28 2008

Sacramento, California

Radisson Hotel

Minutes

**Commissioner Eduardo Vega, Chair,
Commission Darlene Prettyman, Co-Chair**

Attending:

Committee Members: Co-Chair Darlene Prettyman, Carmen Diaz, Jamy Garcia, Cindy Gill & Khatera Aslami

OAC Staff: Ann Collentine, Ann Wangberg, Nicole Behler, Dan Leahy & Greg Griffin

Attendees: Sandra Marley

Guest Speaker: Warren Hayes

Teleconference Participants: CFTRG Chair Eduardo Vega, Chair, Sally Zinman & John Griffin CFTRG members

Topics	Discussion	Next Steps	Person(s) responsible	Timeline
<u>Welcome from Darlene Prettyman & Eduardo Vega</u>	Each attendee shared their interests and vision. Darlene summed in saying that those in attendance bring up to 300 years worth of valuable experience to this Client & Family Technical Resource Group (CFTRG)		Darlene & Eduardo	
<u>Approval of April meeting minutes</u>	Approved as written		Greg	

Topics	Discussion	Next Steps	Person(s) Responsible	Timeline
Citations and Other References to Responsibilities and Requirements of Consumers (Clients) and Family members in the Mental Health Services Act	A document that listed references of responsibility and requirements of and to clients and family members in the MHSA text was distributed among those in attendance for review. Those attending commented on each citation and reference in this document identifying the responsibility of the CFTRG to advise the Commission. It was agreed upon that additional reference responsibilities of the CFTRG to advise can be added in the future.	To be kept as a reference tool that specially identifies the authority and requirements to include clients, family members and stakeholders in all areas of implementing the MHSA.	Reference document for all involved in the CFTRG and the Commission	Standing reference
Meeting Times & Days Membership Recruitment	<p>CFTRG meeting times affect the reimbursement for overnight stays for CFTRG members to attend OAC meetings. It was further discussed that arrangements to allow members to attend</p> <p>Commission meetings the next day would be mutually beneficial for both group and commission members.</p> <p>Desire for diversity of membership in CFTRG from different regions and areas of interest/experience. CFTRG will consider all applicants. All applications will be maintained for a period of one year and future vacancies will be filled from that list first.</p>	<p>Discuss rotating TRG meetings so that some CFTRG meetings will allow for overnight stays.</p> <p>Accommodation to attend group and commission meetings will be presented to MHSOAC Chair & Co-chair & staff Executive Director.</p> <p>Create matrix / needs analysis for membership</p>	<p>Danial</p> <p>Darlene & Eduardo</p> <p>Eduardo</p>	<p>June 2008</p> <p>May-June 2008</p> <p>May-June 2008</p>

Client and Family Technical Assistance Center	<p>Guest Speaker: Warren Hayes</p> <p>Stakeholder processes optimally have a central place to provide outreach, employment and retention of clients and family members.</p> <p>The Working Well Together Consortium was the only bidder for three-year \$800,000/yr contract DMH RFP, and are expecting to have a director soon.</p>	Obtain scope of work in the contract with Working Well Together	<p>Warren Hayes</p> <p>Greg Griffin, Darlene Prettyman / Eduardo Vega</p>	July 2008- November 2008
Topics	Discussion	Next Steps	Person(s) Responsible	Timeline
Document highlighting clients, family members importance in the MHSAs	<p>The involvement of clients and family members in MHSAs decisions and implementation is prominent in statute.</p> <p>A permanent OAC Client and Family Committee will ensure the promise of the statute is upheld and enhanced operationally.</p>	Continue research into MHSAs and discussions into next month	<p>Darlene Prettyman / Eduardo Vega</p> <p>Greg Griffin</p>	June 25, 2008
Need to invite members of the Commission to future CFTRG meetings.	Having Commission members attending the CFTRG meetings will give members a chance to get to know who they are and thoughts, as well as hear what the concerns are of this group.	Invite MHSAs Commissioners to attend future CFTRG meetings.	Darlene Prettyman / Eduardo Vega	June 25, 2008
Meeting Adjourned		Next meeting: June 25, 2008, Wednesday afternoon: Wynddham Hotel San Jose 1350 N. First Street San Jose, CA 95112 408-453-6200	Darlene Prettyman / Eduardo Vega	

Parking Lot (List of projects/tasks to be completed)

- ✓ Parking lot to be added to subsequent minutes
 - ✓ Commissioners Eduardo Vega and Darlene Prettyman will draft a letter asking for an exception for CFTRG members to allow them to be reimbursed for any night between a CFTRG meeting and an OAC meeting based on the importance of clients and family members attending both meetings.
 - ✓ Commissioners Prettyman and Vega to create matrix / needs analysis for membership
 - ✓ CFTRG invite the member organizations of Working Well Together to provide ½ hour presentations
- th, 2008, San Jose

Next Meeting June 25