



Commission Meeting Minutes
Friday, April 25, 2008

Doubletree Hotel
3100 Camino Del Rio Court
Bakersfield, CA 93308

I. Call to Order

Chair Gayle called the meeting to order at 8:46 a.m. and welcomed everyone.

II. Roll Call

Commissioners in attendance: Commissioners Linford Gayle, Beth Gould, Patrick Henning, Larry Poaster, Andrew Poat, Darlene Prettyman, Larry Trujillo, Eduardo Vega

Not in attendance: Wesley Chesbro, Saul Feldman, Tom Greene, Mary Hayashi, William Kolender, David Pating, Mark Ridley-Thomas

Eight members present and a quorum was established.

III. Minutes Approval

Motion: Chairman Gayle asked for a motion to approve the minutes for January 24, 2008, January 25, 2008, February 21, 2008 and February 22, 2008, with the changes that were made during the Commission meeting yesterday, April 24, 2008. Commissioner Poaster moved to approve the minutes; seconded by Commissioner Gould. Motion carried unanimously with no abstentions.

IV. Commissioner Question and Answer Period

Chair Gayle said there are some changes in the format for today's agenda. This section of the meeting is to report on papers that were sent to the Commissioners and give them an opportunity to ask questions on the topics that were sent out.

Commissioner Vega said MHSOAC's guidelines state that a quorum consists of nine Commissioners and he asked if this has changed. Chair Gayle verified that it is nine Commissioners if all slots are filled. Currently there is one open slot so eight is a quorum.

Commissioner Henning said the issue that he has with having these reports on Friday is that many of the people that the Commission receives reports from are not here today. Chair Gayle said that he agrees, but this is the new format for the meeting in hopes to expedite the meetings. It is the responsibility of those who are reporting to be in attendance. He said if this becomes a pattern they will be advised they are to be present during the time they are scheduled to report to the Commission.

Budget Summary Report (HAS Budget, MHSOAC Budget) – are there any questions regarding that topic?

Commissioner Henning: Is there a plan for the difference between the expenditures and the budget allocations? Beverly Whitcomb, OAC Mental Health Program Administrator said this is a rolled up version of the actual budget. She said she has just started getting her own budget and she will not get a good reflection on balances and what is in and out until the new fiscal year starts in July.

Commissioner Poaster: Is it part of the 5% administrative funds that the state takes off? Beverly Whitcomb said yes, that is where her budget comes in.

Commissioner Poaster: Does that money, if not expended, revert back to the counties? Ms. Whitcomb said the Department has the authority to provide it to local assistance, but there is not a requirement that it revert back.

Commissioner Poaster: I was not aware it was discretionary of the Department. I think that it has to go back. Commissioner Poat said his understanding is that up to 5% can be used for these purposes. He said he believes that Commissioner Poaster's perspective is substantially correct. Ms. Whitt said she will do some more research about what the parameters are for that 5% cap and bring it back.

Commissioner Henning: The other question I have is out of the 5% what percentage is the OAC using? Ms. Whitt said the administrative funding, in general, has been largely controlled by the Department of Mental Health. In order for OAC to have access to that money it has been done through the budget change proposal process. That varies according to what OAC has been asking for in the budget each year.

Commissioner Henning: Do we know what the target is? Ms. Whitt OAC has not had a target at this point. The primary goal has been to get staffed. We started primarily looking at the staffing that would be needed to fulfill our statutory roles. There is a lot of development to be done beyond that. It also ties into the larger issue of how interdependent OAC is with the Department about its money in general.

Commissioner Trujillo: We have started the process with the templates and planning forward and I think it might be a good thing to put something together that is truly a standard financial statement so that we can look at it – just based on the 5% and we do

not need to be accurate – we just know that we are allocated 5%. Then we do projections to see how we anticipate allocating those funds.

Ms. Whitt asked Commissioners to send suggestions about what they would like to see in the financial report. Staff would be happy to add other levels of detail depending on what the Commission thinks would be helpful.

Commissioner Trujillo said what he would like to see is information that can be pulled off of a standard financial statement and drop down onto that kind of a template. He said he can send staff something to use and then they can pull the numbers that the Commission is saying they are ready for.

Commissioner Poat said he thinks the Commission needs to see more, and this raises the question of how we are going to review the charters for our various groups because we have talked several times about having some sort of annual assessment or report coming from this commission on oversight and I would think that would be a product of our financial committee. What would be the next step for us on adopting work plans for each of these groups? He suggested talking with each of the chairs and then have the chairs and the staff come back with some more thinking at the next meeting.

Legislative Summary

Chair Gayle asked if there were any questions regarding the legislative summary report.

Commissioner Henning said SB 1606 is why this Commission needs people looking at legislation. This affects things we do at the OAC. SB1606 was changed. It significantly increased the amount of time that a person could be held for involuntary treatment. In fact it doubled the time at one point. It was amended as you can see in the report, but that took a lot of effort from the advocacy groups. He would like to add a couple of pieces of legislation now that have to do more with employment training.

- SB 1505 which has to do with licensing - increasing the license fee from \$10 to \$20 for professionals
- SB 1218 – both having to do with licensure of mental health professionals.

Ms. Whitcomb said she has some ideas about what could be done. At the beginning of every year establish a legislative platform so that there would be a direction in which to analyze the bills and also be viable when the amendments turn around quickly.

Commissioner Poat said he is not opposed to getting involved in legislation, but there is so much work to be done now and then adding to that the involvement in the legislative is not a priority now. He does believe that OAC should, however, be a technical resource and insure that stakeholders are represented in that process.

Commissioner Vega said he appreciates this report and it is the kind of thing he looks for in his daily work. He asked if there was any process on AB 3083. Ms. Whitcomb said she could send information on this bill to him, as well as provide a little overview. The Rand report has been sent, but not the Little Hoover Commission report

TRG and Workgroup Minutes

Ms. Whitt noted that the other thing she has begun to include in the Commissioner's monthly packets is minutes from all of the TRGs. In this way Commissioners will be able to track what all of the work groups are doing.

Commissioner Poat said he, Chair Gayle, and Ms. Whitt will get together on a conference call between now and the next meeting to fill out the charters. Maybe the Commission can adopt those at the next meeting as the outline for our workplan.

Commissioner Henning asked if the mailing of the workforce education and training paper was sent to all of the counties. Ms. Whitt said the paper has been mailed.

Government Partners Report

The Government Partners report is actually a report that comes specifically out of the Government Partners meeting. The draft minutes were included in the Commission packet. Should there be any significant changes made to those minutes, staff will send those out in final form, but otherwise what you have in front of you accurately reflects what happened at the most recent meeting.

Department of Mental Health Report

Commissioner Poaster said at the risk of sounding like a record, if you look at the amount of money that exists for services provided, the actual amount of money that has gone to the counties – there is \$3.1 billion somewhere and less than ¾ of \$1 million that actually found their way to the county. I hope that we figure out somehow in terms of processes of how to work that middle because it creates all kinds of problems.

Commissioner Henning asked if it was known which county submitted the program for the statewide housing program. Ms. Whitt said the only counties that she was aware of that made an application were Sacramento and San Francisco.

United Advocates for Children and Families Report

No comments or questions.

CA Mental Health Directors Association Report

Commissioner Henning said in a lot of these reports that he would like to see more reactions to what we are doing on a monthly basis. A lot of the reports from the

advocacy groups seem to be about why they exist within the commission and less about what we are actually looking about in front of us. Ms. Whitt said she understands that he would like some assessment or feedback of what the commission is doing.

Commissioner Trujillo said not only the feedback, but if you liked it or didn't like it, tell us why and what you think would be an alternative approach to solving it with some factual basis.

Commissioner Henning said there should be an opportunity for those who feel they did not have enough public comment time for them to put that into words.

Commissioner Trujillo said it must be substantiated with facts.

Commissioner Vega said he would like to make a counter point – one of the things we could benefit from hearing in a report is what the county directors are struggling with in general. That may be somewhat anecdotal, but it is important that we understand. That is not to say that hard data is not very useful, but one of the things we hear only intermittently is what is really happening on the ground. I think the California Mental Health Directors' report has the ability to get to some of that without miring us in details.

California Network of Mental Health Clients Report

Chair Gayle asked if there were any questions regarding the California Network of Mental Health Clients Report.

Commissioner Vega said one of the things we talked about in the consumer family leadership committee yesterday was providing a forum for hearing and responding to questions and concerns raised by consumer family advocacy groups. The group wants to hear patterns of concerns and complaints. Sort of anecdotal things like “this person in this county had this problem” – are important for your organization and important that you are able to be a voice for that, but for our work I think it is important that we get some sifting of this so we can know what are the systemic issues that we really have to face in response to our stakeholders. This is not to diminish anybody's individual experience. But for our work the commission needs to respond to the big picture issues that are emerging in whole, so to speak

Commissioner Henning said if it is systemic to the experience of clients that they do feel there are barriers at a county level, then he wants to hear that.

Commissioner Vega said the Network did submit a survey to counties to allow some higher level of feedback and that information would be helpful to him.

Delphine Brody, California Network of Mental Health Clients said the items listed in this month's report indicate patterns from members. The 2008 study of MHSA client involvement is still underway and surveys are still being received. Reports will be issued later this year. The one in which we survey our members will probably be out in the next fiscal year. I would like to highlight some of those issues:

- As we noted in our report, we are concerned that many clients and families report that their participation is not at the level where it should be in terms of meaningful participation in county planning processes.
- Among our members we have heard many reports that many county stakeholder processes have become inactive despite ongoing planning needs. Too few counties are appointed to steering committees; and when clients are chosen for leadership roles they are often picked up by county officials rather than selected by their peers; unresolved power differentials exist that prevent true collaboration; plans are often pre-developed by county staff rather than on a collaboration with stakeholders; clients and family members input is often ignored; language acts as barriers often prevents clients and families from participating; there is tokenism in client participation evident in many counties; also public access to the MHSA plans is often limited and clients often have difficulty accessing meetings that are held in remote locations. We recommend that action be taken toward these goals. We understand that counties are still getting the feel for how to best implement community planning process and the programs, but we would like to see much more attention to the issues of client and family involvement. Understanding and disseminating county processes that result in a high degree of stakeholder satisfaction is one of the quality improvement goals that we have for overall. Training of stakeholder and county leaders in facilitation and process techniques that result in successful planning processes and sanctions of poor county planning that are inconsistent with the requirements of the act. That is all part of it.

Commissioner Prettyman noted that Ms. Brody's report is consistent with NAMI's report. She is noticing the same things regarding the stakeholder process. She said if there are things in the report that need to be dealt with for the consumers and the family members how that should be dealt with.

Chair Gayle recommended that since there is a committee that is part of the OAC, the consumer and family committee, this report should be taken into perspective of suggestions to the commission that the consumer and family members are saying they want, and then we can bring it to the commission in a formal manner as opposed to reacting to the report.

Commissioner Trujillo said he would like to look at the survey that Ms. Brody sent out. He would like to see how the questions were worded who they were issued to. Ms. Brody said the information in the report actually came from reports that had been received from members that volunteered the information.

Commissioner Vega said it would help us to say “out of 7 or 10 regional coordinators, this is what emerged.” He believes patterns are being reflected that help this Commission and committee to be able to say specifically “ok- this is not one person here and one person there”.

Commissioner Poaster said the OAC is involved in reviewing almost all area and includes reviewing the community planning processes and the plans. Where does that ever go? For example, is this an issue that came up in the review process of various plans? Ms. Whitt said this is an issue that has come up for the Commission. When OAC reviewed the CSS plans it heard a lot of similar feedback. In terms of process the thought was that as you receive these reports if there is something in the report that is particularly compelling to you, or it is something you want more information about, you can then direct that it receive another level of attention. One way to do that would be to send the report to the appropriate committee to do some research on the Commission’s behalf and find out the basis for the report. We definitely want to close the loop in terms of not just doing the review but making sure we are learning from it and have an impact on future practice.

Commissioner Poaster said he believes this is an oversight role and since he has been on the Commission there has not been anything that talks about this process. Ms. Whitt said we are between plan reviews. CSS is complete and we are just getting our first PEI plan review, so you have not had an opportunity to get any of that summary process. We are in the midst of workforce education and training and when that is complete you will get a summary from that.

Deborah Lee, Ph.D. said it is her intention to provide a summary process about what is being seen in education and training not just at the end, but periodically. She said enough plans have been reviewed where trends are being seen. If it would be useful she can provide a report.

Commissioner Henning said that is an excellent idea and it would be helpful.

National Alliance for the Mentally Ill Report

Chair Gayle asked if anyone had questions regarding the National Alliance for the Mentally Ill (NAMI) report.

Commissioner Prettyman said she would like to see where the information came from and substantiate what is being said. The same 200 people are responding each time.

Commissioner Poat said his concern is how slow we have been in getting out funding for technical assistance to help counties. The California Institute of Mental Health has a contract to help counties with the stakeholder planning process because in many ways it is very new.

Commissioner Prettyman asked how OAC can get the information it is receiving from the stakeholders to the mental health directors. Do they get to see these reports? That is an important part of the loop. Ms. Welch said that before this meeting she had not seen anything in writing to this extent. It will be helpful.

Ms. Whitt it is common practice that all of OAC's materials that are presented at the meeting are also posted on the website. In addition to that, she is trying to add a second practice where everyone who is on the lists also receives a notice that there is new material on the website.

Chair Gayle said that transformation is slow and difficult,. There are lot of family members that are not included in the surveys and basically they are the ones who are not active and they are usually families of color and the underserved and un-served families. The 200 you are hearing from are the advocates, the ones who have been in there swinging and fighting and know how to go about getting what they want. This is the same with the client network. There are a lot of other clients that don't even know about the MHSA. What are we doing to do outreach transformation and change so they will know that we are here? No wonder no one new comes to these meetings, they don't know who we are.

Commissioner Trujillo said the same people who show up to all of these meetings, the same people who know how to access the information, I think they have something to say, but I think it is also our responsibility to find out who those other people are and make sure we are helping them.

Commissioner Vega said the report states it is the National Alliance for the Mentally Ill, but that is not the current name. Isn't NAMI the National Alliance on Mental Illness?

Ms. Whitt commented about how important it is that the Commission hears from the people it is not hearing from. She asked the Commission to keep this in mind, when staff makes their presentation about a communications plan. The entire goal of the communications plan is how do we do outreach and meaningful engagement with people who do not know who we are.

Deborah Lee said one of the things that we will be struggling with answering is the balance between the desire to get money and not to be so stringent in our requirements that we are setting a bar that is impossibly high while on the other hand really honestly taking seriously the responsibility to make sure people who are currently involved are involved. Staff is taking both sides of that dilemma very seriously and you are all invited to participate in the review of any of these prevention plans. This is a major place where this is going to happen, but not the only place.

Chair Gayle said the prevention and early intervention is a key place for this to happen. It is like cultural competence, you say that everywhere should include it, but if you are not having someone watch it, someone that is not culturally aware or sensitive, it may not be included.. I work for a county and I know how difficult it has been to engage underserved and un-served populations. We need several different avenues of engagement so that people who have not been brought to the table can have a voice as opposed to the same 200 family members; the same 200 consumers who have been doing this for the last 200 years. This Act is supposed to be transformative and that is what I am expecting to see and not just put it on PEI. That is just a little piece of the holding place for this real concern I have been having regarding communications and our communications plan has a big piece. How do you outreach to African American communities who do not want to come to your planning process? Go on the African American radio and advertise mental illness is not a stigma, mental illness is something that happens – do innovative things.. Go on the Spanish speaking radio stations. Do innovative things with this money instead of trying to keep it in the silos that it has traditionally been.

Racial and Ethnic Mental Health Disparities Coalition Report

Chair Gayle asked if anyone had questions regarding the Racial and Ethnic Mental Health Disparities Coalition Report.

Commissioner Trujillo asked how the information was gathered.

Stacie Hiramoto, REMHDCO, said most of the members of REMHDCO are at the local level and do not represent statewide organizations. They do have some statewide organizations, but most of them are at the local level. REMHDCO is a new organization. She would like to have ideas regarding putting together a stakeholder process. In fact in her report they are working with the Department and others in the stakeholder process.

Commissioner Trujillo said it is important that she always discloses where the organization is and who they are partnering with so that everyone truly appreciates and understands that it is based on facts. It is important to know where she is getting some of this information.

Ms. Whitt said she would like to make a comment based on a side-bar conversation she just had with the Chair. One option that does exist for OAC is contracting with particular agencies that can bring stakeholders and perspectives that are helpful in our decision making. What we may want to do is consider the amounts of money that we are putting in those contracts and what ability we have to grow capacity in some of these agencies to bring us more information in the way you are describing Commissioner Trujillo. For example, we do not currently have a contract with REMHDCO, but you might decide in the course of your budget discussions that it would be helpful and useful to you to have a contract with someone like REMHDCO that is sufficient enough to allow them to do the kind of survey activity that would be of interest to you and bring you a level of

information that would be helpful in your decision making. This is prime time for us to be thinking about whose perspective we need and how we can support that with our contract dollars so we really can get the level of information that we want.

Commissioner Henning said he thinks it is a great idea to get as many voices as possible but he does have a concern about expending money to specific organizations because you'll get specific voices.

Chair Gayle said I can understand the concern but at the same time he thinks transformation, getting underserved populations, getting information that the counties have not been successful at getting and trying to delve into some areas that the Commission should be concerned about getting information – we have to do things differently and this may. The Commission should consider this as an option. It is alright to be concerned, but the Commission should keep an open mind to doing these things.

Commissioner Trujillo said he believes there is a way to resolve the issue of concern. You can call them scholarships as opposed to contracts and they have to apply for a scholarship. Create best practices and/or some surveys for these different organizations to come on line and access and use what they think might best serve their respective needs that satisfy some information that we are looking for. This way we are helping them develop capacity without giving them \$30,000. I think that is too much money.

Commissioner Vega asked if REMHDCO's membership is open; how does it define its membership; and how does it outreach members.

Stacie Hiramoto said REMHDCO has rules of operation, and she can provide its Board and steering committee information. She said she had a slight update on item VI. C – The Clarification of the PEI-Resource Document. This was a very successful collaborative effort on the part of Deborah Lee, Stephanie Welch and many others. It was really a group effort and REMHDCO was a key part, and they were able to convince the Department that they need to revise the resource document for the PEI guidelines. This helps the REMHDCO members, but it really helps everybody. Though nothing formal has come out of the Department, she received verbal confirmation from Carol Hood who took the time to call her in the middle of a REMHDCO meeting so she could give this news to the members - that they will be changing those resource documents and the instructions that come with it. That was due to a lot of efforts.

Rules of Procedures

Jose Oseguera, OAC staff, said the rules of procedure have been in the works for a number of months and have been constructed according to a couple of different documents. Basically the constitution or foundation staff used in developing the rules of procedure was the Roberts Rules of Order. They were the parliamentary features that were utilized in delineating the various components of the rules. There were a number of different documents also used: the First Five California, the California Transportation

Commission, the California Integrated Waste Management Board, the bylaws of the California Travel and Tourism Commission, the Bagley-Keene Act, and the workplan of the commission itself.

Commissioner Henning asked why those five documents were used. Mr. Oseguera said they were the ones that contained most of the germane data that staff was looking for and had activities that were similar to the type of work that OAC does. It was decided they would be a good source to include in the framework. In terms of the architecture of the rules of procedure there are basically four categories that have been utilized.

- First, the definition which comprises the mission is of the commission, the goals, the key strategies, and the governance process.
- The role of the commission is delineated in regards to its duties, it is called position.
- The roles of the membership, the committee meetings in regards to how the agenda is articulated, open and closed sessions, public hearings, minutes, voting and what entails a quorum.
- Finally the legislative activities in regards to how we review proposed legislation and what our activities are going to be in regards to advocacy.

The structure is very comprehensive. The rules of procedure are laid out in a sequential form. There are currently 15 items that staff is looking for Commission input and review on and those have been articulated throughout the document and have been highlighted in blue. There are still several other areas that are under development, and in particular, how we are going to bring on board private counsel or counsel to the commission.

A chart was presented which delineates the planning council and that is highlighted in orange, the commission is in blue, the department is in purple and finally the counties are in green. This will provide the Commission with the background in its evaluation of the rules of procedure and staff is looking forward to the Commissioners input and any suggestions.

Commissioner Henning said this information is very helpful and something that has been lacking for a long time. He said under the goals section 1.2 pages 1 and 2 of the rules and procedure document, he believes the commission does need to review – all seven are within the welfare and institution code, correct. Mr. Oseguera said that was correct.

Commissioner Henning said then the cite is not just the welfare and institutions, it is supplemented as well. Mr. Oseguera said that was correct.

Commissioner Henning said many of the commissioners have had a chance to look at the statewide workforce education programs, in trying to bring more people into service with mental health – license and un-licensed professionals into the field and it is not currently reflected in the goals. A couple of the other points – one having to do with 2.12 page 8 having to do with compensation and expenses – He does have a concern and would like to hear what other committees have done as far as agendaized presenters in regards to compensation. He does not mind having the Commission pay for somebody's expenses, but he is concerned about putting out a contract to have somebody present something. He would like to know more about that before approval.

Commissioner Henning said one point of review had to do with the pre-conference that goes on between the chair, vice-chair and counsel. He believes this type of meeting could happen without it being in the rules and procedures guide.

Chair Gayle said there are ways of wording it where it can be left in the procedures.

Commissioner Gould suggested using broader language because some of it is too specific. As an example he does not believe committees should be listed in the rules of procedure because they change. Broad language is better in these kinds of documents.

Commissioner Henning said he had a question regarding voting. Can a Commissioner vote and not be present. Mr. Oseguera said no, they can not. The Bagley-Keene Act specifically states that if another member on the other side is conducting the conference call, that area needs to be open to the public.

Commissioner Vega thanked Mr. Oseguera for this very helpful document. It is helping me a lot as a new commissioner. He asked if there is a procedure or restriction on designation of alternates or proxies or anything to that effect for Commission members. Mr. Oseguera said yes, in regards to the area that details the appointment of the chair as well as the different commissioners, there is language that addresses that particular issue, but it certainly can be further developed to include additional details.

Commissioner Henning said he thought the Commission said that people like Commissioner Greene can vote in the place of the Attorney General, but the legislative people can not have a proxy vote; this should be spelled out.

Commissioner Poat asked Mr. Oseguera what feedback he would like on the highlighted parts that say “review needed”. Is that for discussion today? Mr. Oseguera said he was hoping what would happen today is for Commissioners to take the documents and review them and then provide him with their comments. Any information Commissioners can provide him via email would be helpful.

Commissioner Trujillo asked Mr. Oseguera what type of timeline he is looking at. Mr. Oseguera said he would like to get comments back within the next four weeks.

Chair Gayle commended Mr. Oseguera on the work he did in pulling this document together. The color coding is very helpful and easy to read. He would like this format utilized throughout all reports to the commissioners.

Commissioner Prettyman said on page 5 the top bullet “redirect county mental health system toward transformation such that all mental health activities and programs stress” – the words stress acceptance and stress prevention are needed.

Commissioner Poat said he would add on the role of commissioners 2.6 serving on a committee is part of the expectation. Commissioners would have to hold themselves accountable serving or chairing.

Commissioner Vega said he feels like it is an expectation that Commissioners chair one of the other committees especially since it is growing the TRGs. There will just not be enough Commissioners for this so maybe we should discuss whether it should say “serve or chair”.

Commissioner Poat said this is a document that has to survive many years so broad language should be used.

Commissioner Poat - On page 7 I would be concerned about limiting the chair to the most senior commissioner in establishing. We may want to go to an area of expertise or something like that.

Commissioner Prettyman said she had a question about 2.10 – may appoint ex-officio members to serve as – what does that mean? Mr. Oseguera said Ex-officio members are normally members that are part of a committee but they have no voting privileges so they are just there to provide input, expert advice. Commissioner Prettyman said that should be explained.

Commissioner Poat said there is a reference on page 8 to a maximum number of public members. Do we want to start putting numbers in here because then you need to go amend regulations to do something.

Chair Gayle said Commissioners will have an opportunity to review the final draft before it is submitted to the AGs office so unless there are urgent comments he suggested emailing any further comments/requests to Mr. Oseguera.

Commissioner Vega said the language on quorum says simple majority and puts in parentheses nine (9) commissioners, but we came into the situation this morning where that did not apply. Chair Gayle said the language can be broadened

Plan Review Process Change

Beverly Whitcomb, OAC Mental Health Program Administrator, said the purpose of this particular agenda item is to hopefully ask the Commission to change the current process for plan review. Under the current process the commission approves all written comments to DMH through a consent agenda and she clarified that the particular problem she is trying to fix is with the review and comment for the three components for which OAC has only review and comment responsibility. That would be CSS, Workforce Education and Training and Capital Facilities and IT. In July, when the original plan review process was adopted, it was adopted across the board for all components. The proposed process is asking that the commission adopt review criteria and the review tools for these three components up front. As always, all plans are sent to all commissioners, and any Commissioner may participate in the reviews. Written comments that reflect this criteria and the work of the review team and this information would be forward to DMH in a timely manner. Recommendation is to adopt the proposed process.

Chair Gayle said this is an action item and asked for any public comments. There were no public comments.

Commissioner Prettyman said reviewing plans is not an easy task and asked if the expert family member pool will help to review the plans. Ms. Whitcomb said that they are.

Ms. Whitt said staff is asking if OAC would be comfortable being explicit about how it wants to look at a plan and then would it trust that comments could be written that will, in fact, reflect OAC's priorities and give that to the Department in a timely way.

Commissioner Poat said he fully supports this approach. It forces our involvement to the correct role of establishing criteria. This sets good criteria and does so with the input of all interested parties and then there are a finite number of people who apply that criteria to plans. The final decision is then made by the OAC. If someone wants to appeal, they have that right to do so in front of this commission. It also shifts the review to OAC staff. The Commission has to start moving in that direction. The Commission has talked about the fact that it needs to be a policy setting board that sets criteria.

MOTION: Commissioner Poat moved to adopt the proposed Plan Review Process change; seconded by Commissioner Pettyman. Roll call vote: all in favor, motion carries unanimously.

Agenda for next meeting:

Ms. Whitt provided the following information regarding the agenda for the next MHSOAC meeting:

- There will be follow up from yesterday's meeting and the vote that was not taken. TRG charters will be reviewed, as well as the state administered projects, and whether or not OAC wants to charter some follow up for the Stigma and Discrimination group.
- The next draft of the communication plan will be reviewed. This may be an action item, depending on the work of that committee.
- A presentation from the Measurement and Outcomes TRG about the progress they have made to date.

Commissioner Poaster said if all goes well he would want to present to the commission the concept paper on the OAC's role in the evaluation and oversight. Hopefully there will be discussion and concurrence.

- Discussion and action about the innovation component. In particular the Innovations workgroup will be convened and the Commission will hear some recommendations about whether or not defining focus areas would be helpful as the guidelines are being developed. That workgroup is now ready to bring its recommendations back to you for consideration.
- Friday's agenda will consist of commissioner Q&A period in regards to the reports that were received. In addition to that, under the 10:00 a.m. business and information item, staff hopes to be able to bring forward review tools for capital facilities and information for OAC approval.

Commissioner Henning said he is concerned about those review tools without having an appropriate amount of time to actually take a look at them. Ms. Whitt asked if he would you like those to come off the May agenda. Commissioner Poat said he believes they should stay on the agenda because they do not have to be adopted.

Commissioner Henning said he would be comfortable with that as long as Commissioner Poat thinks that Commissioners will be able to get that reviewed. Commissioner Poat said he would like to leave that option open with the assurance that if there is any need from any commissioner to take some more time then it would be discussed.

Commissioner Vega said I would like to put an action item on the agenda for next month related to the client family TRG. He proposed forming that group with the adoption of a new name and some details relevant to the group. Chair Gayle said he would like to meet and discuss this with the vice chair and look at how to proceed with this item.

Commissioner Poat said he would like to have this conference call done between our meetings. Ms. Whitt said staff have made notes and will start working on that immediately next week. Chair Gayle said he wants to make sure there is enough time to put that item on the agenda.

Ms. Whitt said the TRG work will come back next month because we need to finish some voting from yesterday and this is a related item that we will want to deal with at the same time. Her vision is that the lead commissioners of each of our committees would present at the next meeting as to where they would like to go, provide some timelines, and any key questions they would like to have resolved.

Commissioner Henning said this is an ambitious calendar and he is concerned about time. Ms. Whitt said that is a good point because the calendar is getting full. Chair Gayle said he will work it out with the vice chair and staff.

Commissioner Gould said he did not have the next meeting scheduled as a 2 day meeting. He will commit to be at meetings, but he is not able to come to a second day because he did not have it blocked. Ms. Whitt said this was something she actually meant to talk about yesterday. She began the process by outlining on OAC's annual calendar what needed to get done. Then based on the amount of work that needed to be accomplished she looked at the meeting schedule to figure out how often OAC needed to meet in order to accomplish that work. Unfortunately given the format that OAC has now, and the desire to see Friday end at 12:30 instead of later in the afternoon, we were committing ourselves to an annual calendar of 2-day meetings with not meeting in December. It is a change from what we had originally envisioned in terms of hoping that we could alternate back and forth.

Commissioner Poat said the key question is whether the commissioners can make it to the meetings. We can not just be changing calendars on a month's timeframe. It sounds like we have at least one commissioner who can not be there on Friday. Does anyone else know their calendars in May.

Chairman Gayle said if commissioners cannot be at 2 day meetings and a quorum can't be established then it does not make sense to hold a meeting.

A recommendation was made to go with the 2-day planning, check with the commissioners to see if we have a quorum for the 2nd day, and, if we do not have a quorum, then the chair, vice chair, and executive director need to reconvene and figure out how to proceed for that next meeting.

Ms. Whitt said we are creating a pretty untenable burden on our logistics staff in terms of the struggle they have to commit to a schedule and meeting locations. Theresa and Danial really do have a formidable task not just in identifying a place that can accommodate us as a commission, but that has the kind of meeting rooms to accommodate the growth we are experiencing in terms of our committee structure and the

desire of a lot of people to have meetings happen just prior to commission meetings. I can tell you already questions were coming to me two weeks ago about what do we tell the hotel in May – do we reserve 2 days, do we reserve 1 day, are we going to do our meetings ahead of time or not. I am also aware there has been some discussion about changing locations based on our experience here in Bakersfield. I don't know where the venue is to get that decision made, but somehow that decision needs to be done so we can get those logistics taken care of.

Chair Gayle said he, the vice chair, and executive director need to discuss this issue and then bring it back to the commission. Options need to be presented.

Ms. Whitt said the instructions she is receiving today is to go ahead and plan as though it was a 2 day meeting and that we should find out as soon as we can whether or not we have a quorum for the 2nd day.

Chair Gayle said that meeting was a 1 day meeting in Sacramento. We need to call the commissioners to see if they can do that Friday because people have other commitments.

Ms. Whitt reviewed, again, the agenda for May: (1)continue the discussion about TRGs, (2) finish the votes that were not able to happen yesterday; (3) have the lead commissioners for each of those TRGs present at the next meeting in terms of a proposed work plan for their group; (4) take another look at the rules of procedure and review the edits. That will be provisional if the Attorney General has in fact had the opportunity to look at that; (5) Follow up on the communication plan; (6) hear a report from the Measurement and Outcome TRG; (6) hear from the Innovations workgroup; (7) we will be doing the commissioner Q&A period; (8) we will be adopting review tools for capital facilities and information technology; and (9) we will review our agenda for June.

Chairman Gayle said in the CLC TRG minutes there was a couple of follow-up issues around the chair and whether the chair has to be a commissioner. He asked Ms. Whitt how she would have that discussion. Ms. Whitt said she tentatively moved that to June. She also thought the workgroup might have some work it wants to bring around its definitions to that June meeting.

Public Comment

Carmen Diaz, said in regards to scholarships to keep in mind that if you put too many regulations for the parents, sometimes it is a barrier. As it is we are having a hard time getting them involved and the Commission wants to get the community involved. With parents they don't only have the issue of funding, they have children and special needs children that they have to deal with. When you decide on the stipends or scholarships, keep in mind the issues we come across. With the times and dates of the meetings of the OAC, keep in mind not only your schedules but the schedules of others. Sometimes if we are working we cannot get the time off so if we know ahead of time it is a lot easier for us.

Tina Mata asked the Commission to consider bringing the meetings into the community – parks and recreation for the California Endowment in Los Angeles – places we can get more community there to listen. It is very interesting, and we have learned quite a bit and are definitely interested because this is an important thing. I would like to suggest the logistic people look into the community centers to invite the public in. The hotels are nice, but not everybody can get to those places.

Chair Gayle said in San Mateo County a meeting is held in the community in the evening so people that work and who have kids can attend. He said if we really want to do something different when we decide our schedule, maybe we would want to do an evening meeting once in a while so people who do work will have an opportunity to come.

Commissioner Henning said that last week Commissioner Vega and a group of advocacy organizations who hosted the first annual Advocacy Forum. It was a tremendous experience and he asked Commissioner Vega if he would share his list with the commission in order to be able to get its information out about what we do.

Commissioner Vega said the Transformation for Advocacy Conference was a tremendous success in bringing together a lot of stakeholders. It was based in Los Angeles but it is a statewide event and he is hoping it will occur on an annual basis. The most important thing that occurred was it brought consumers and family members and other advocates into dialog ,not about specific issues, but about how to help advocate for change in mental health services and to make for healthy communities across California.

Refugio Rodriguez, Santa Barbara County MHSA program manager, thanked the Commissioners for getting a little closer to some of these other counties. She drove in yesterday and drove in again today. When you make these meetings a little more accessible we get participation beyond just the programming side and this is important.

Tom Alvarez, Santa Barbara County, Assistant Director of Finance – it is a pleasure to be here and it is interesting to find out what is going on. He said he is experienced in accounting and finance but new to Alcohol, Drug and Mental Health Services. He shared some feedback from counties. Santa Barbara County is about \$7 million short on its budget this current year and going into next year it will have to cut \$8.5 million on about a \$34 million budget in the core adult mental health programs.

Chair Gayle said this is a phenomenon that is facing every county and he thanked Mr. Alvarez for sharing.

The meeting was adjourned adjourn at 10:55 a.m.