Mental Health Services Act
MHSA Steering Committee
Meeting Notes
Wednesday, January 27, 2010

Meeting Date: Wednesday, January 27, 2010
Location: 501 Texas Street Fairfield
Note Taker(s): Kristina Feil
Facilitator: Jayleen Richards

Attendees: Araminta Blackwelder, Karl Cook, Sher Daron, Lynn DeLapp, Kristina Feil, Norman Filley, Nadine Harris, Royce Johnson, Martin Messina, Jayleen Richards, Megan Richards, Joseph Robinson, Cynthia Sottana, Norman Thigpen, Pam Watson

Agenda Item	Notes	Public Comment/Action Steps
I. Welcome and Introductions	Jayleen Richards opened with a welcome.	
II. Review Agenda	Agenda was reviewed with the group.	
III. Review and Discuss Next Steps for MHSA Community Services & Support Strategic Plan	- The Plan was presented to the Local Mental Health Board (LMHB) on Jan. 19 and we got some positive feedback about the community planning process and the level of involvement. - Special comments made by the board were acknowledging that providing some services in home/school setting is important and a real starting to move towards emphasis focusing on outcomes for the system and clients. - The Plan really spear headed a conversation to integrate all of MH services. The County has been doing a lot of program planning on how to integrate Core MH w/ MHSA – what we would like to see is MHSA principles across the entire MH system, not just the MHSA programs. - MH is also moving ahead w/ integrating w/ Primary Care/Medical Services at the County clinics.	.

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III. Review and Discuss Next Steps for MHSA Community Services & Support Strategic Plan, cont'd	• Jayleen Richards and Lynn DeLapp are currently working on drafting the MHSA Request for Proposal (RFP) for the next 3 fiscal years. We are hoping that it would be released mid-February, which means that the contracts will not start until August-September.
	• The RFP is focusing on a continuum of care for each population – this is exactly what the MHSA Strategic Plan has identified.
		• Once the RFP has been released, what would the due date be for the proposals?
		   ➢ *This is a hard proposal. We would have to bring a collaborative of agencies together to meet the continuum of care. We would like the proposals in 6-8 weeks once the RFP is released.*
		• Would the proposals have to be exclusively w/ seriously mentally ill?
		   ➢ *Yes because the funds for Community Supports & Services are targeted to that population and we understand that there would need to be some screenings & assessments identified.*

(Network of Care)	• Joseph Robinson & Cynthia Sottana are currently updating the Network of Care website. They are responsible for finding out what's out there and available for resources and to spread it throughout the community. The website is the best way to do just that. • On the website, under Solano County, there are 2 pages – Mental Health/Behavioral Health Services and Veteran's Services. • We can upload flyers for parenting classes and other classes/activities. • We can also link to other websites (e.g. NAMI, City of Fairfield). • There are different types of services that you can search for by category or by program/agency name. • There is a live demo on the left hand side that can teach you how to navigate around the website.	• Does the website give brief descriptions of each service? ➢ *The Library, on the right hand side, contains over 30,000 articles, fact sheets, and reports. You can go to the library to learn more about what you would like to search for.*

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III. Review and Discuss Next Steps for MHSA Community Services & Support Strategic Plan, cont'd (Network of Care)	• Under the Legislate on the right hand side, we could have sample letters and addresses of local officials (e.g. a sample letter for voting for Prop 63).	• If a foster parent would like to find out if mental health is related to foster kids, where would they start on the website? ➢ *If you use the search engine on the website, you will see that there is a huge interaction between foster care and mental health.* • How can we make changes or additions to the website? ➢ *Joseph Robinson & Cynthia Sottana has forms that will be sent out to agencies so that they can provide a brief description of their organization and the website can be updated.* • The County has other resources and 800 lines out there. Those should be collected and cross referenced with this website. • *During the strategic planning, we talked about convening work groups that would focus on each population. Should we just gather all that information or should we form work groups?* ➢ We should form short term work groups to gather the information. There are a lot of binders out there that need to be determined if they are updated – it's a lot of work.

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III. Review and Discuss Next Steps for MHSA Community Services & Support Strategic Plan, cont'd (Network of Care)	• We hope that a lot of people would access the website and use the resources out there to assist them from seeking mental health services –we hope that this would be the website's accomplishment.
	• The My Folder/WRAP portion of the website leads you through all of the questions that are part of the WRAP Plan. You can store your information in the folder and update it anytime (e.g. something changes in your life or you have a new support system). You can share that folder with anyone you would like and choose the amount of information you would like to share.
	• This website is a good resource for providers but we are not sure if this would be good for all clients because a lot of them do not have access to the internet, so it would still be good to have the hard copies.
	• Next steps:
	  ➢ Maybe visit some existing collaboratives or ask to bring together some work groups to focus on resources.
	  ➢ Have work groups to tackle issues like clients not having access to the internet so what would be best for them.
	• To make the website more current and more useful, we would like your help to organize how to gather info and whether there are smaller groups (e.g. children, age). Please email info to Joseph (jfrobinson@solanocounty.com) or Cynthia (cksottana@solanocounty.com) and they will get it up on the website.
		• *How would we decide what information is appropriate and what is not?*
		  ➢ We would convene work groups that will tackle those issues. We can send it out to our Stakeholders and ask them to bring their resource guides then we can hammer it out.
		• We could look at other counties' website for other information for people that are really close to other counties (e.g. Yolo and Napa).
		  ➢ *This is a really good point because a lot of our case management services go over County lines.*
		• *How useful do you think the WRAP portion of the website is as far as social networking?*
		  ➢ *Neighborhood of Dreams (NOD) has 10 computers that usually have access to the internet, but currently they are down. Clients @ NOD may have up to 4 hours of internet use.*
		  ➢ *Suggestion: A County employee can go to NOD to train them on how to use the WRAP portion of the website.*

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IV. Review and Discuss Solano County MHSA Issue Resolution Process	• In some communities, there have been issues raised at the State level about the community planning process. According to the State, the Counties should deal with the issues first before it gets to them and had asked the County to come up with a process. • We have come up with the Issue Resolution Process that mirrors what the State wants the County to do: to try to handle the situation at the lowest level. • The Issue Resolution Process (IRP) flow chart is part of your meeting handouts and shows all the different ways that an issue can be raised during the community planning process. • If there is an issue raised, it would be logged in the MHSA IRP Log and one of the MHSA Project Managers would try to resolve it. If the MHSA Project Manager cannot resolve it, the issue would be forwarded to the MHSA Coordinator. If the MHSA Coordinator cannot resolve the issue, it would then be forwarded to the MH Director. If, still, the issue cannot be resolved, the Appeal Process would begin. If the issue does get resolved at any time during this process, a notification of resolution would be written by the person who had resolved the issue and the results would be filed for reference. • The IRP flow chart would be accompanied by a detailed policy & procedure and would be posted on the MH website as well as emailed to our Stakeholder distribution list.	• Suggestion: Log community planning process issues on a spreadsheet and categorize the type of issues so that if the County sees a pattern over time, they can try and change their planning process to prevent getting the same issues.

IV. Review and Discuss Solano County MHSA Issue Resolution Process, cont'd	• A possible role for the MHSA Steering Committee is taking a look at the community planning issues (without the identifiers, e.g. name, address, DOB, and etc.) annually, unless a serious issue comes up, then it would be brought to the group right away. • This committee can be a resource to think through some issues (e.g. repeated issues, systematic problems etc.). • We are currently working on the Policy & Procedure and will email to the group for any feedback.	
V. Roles & Responsibilities of MHSA Steering Committee	• The committee was asked what they think are the roles & responsibilities that they should have. ➢ Monitoring the implementation of the Strategic Plan activities ➢ Be kept in the loop about fiscal changes ➢ Honor the process ➢ Monitor how the programs are doing and how effective they are • The California Institute for Mental Health (CiMH) is providing training to Local Mental Health Boards about how to use outcome measures to inform their decision making around Mental Health and the Steering Committee is invited. Once it is scheduled, we will let the group know.	• What is the difference between the Steering Committee Meeting and the Stakeholder Meeting? ➢ *The Steering Committee was initially intended for a group of selected individuals that represented the diversity of Solano County (e.g. geographic area, prominent cultural background, population, consumers, family members, transition age youths, etc.) as well as our partners (e.g. Public Health, First 5 Solano, faith based organizations, NAMI etc). They work more closely with MHSA around Strategic Plans and future plans. They would make policy recommendations for Mental Health to consider around MHSA.* ➢ *The Stakeholder Meeting is community wide and anybody can attend the meetings. It's trying to fulfill MHSA is a community driven process.*

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VI. Review Next Steps	• One of the things we've identified in the Strategic Plan was some outcome measures for the system and consumers. • We are asking through the Request for Proposals for the contractors to tell us how they would measure those outcomes. Hopefully on a quarterly basis, the contractors are able to report it to the County and we can report it out to this group. •	
VII. Announcements	• The next MHSA Stakeholder Meeting is on February 18th @ the Dixon Senior Center. We will be talking about the Prevention & Early Intervention School Age Initiative and may present the Network of Care website again to get more support. • NAMI Walk will be on May 22nd at Golden Gate Park in San Francisco. This is the only Walk that has free registration. Ninety percent of the money raised goes back to NAMI funding for free classes.	
VII. Adjournment	• Next Meeting: Wednesday, March 24, 2010 4:00-6:00 PM, UC Cooperative Extension, 501 Texas Street, 1st Floor, Fairfield	Please notify Solano County Mental Health should you need assistance at the meeting at 707-784-8320.