

California Behavioral Health Planning Council

Executive Committee Agenda

Zoom Meeting link:

<https://caltelehealth.zoom.us/j/91615837747?pwd=NDlxcUpJKzE3Z3JacFMzZ0hQQ2pJZz09>

Meeting ID: 916 1583 7747

Passcode: 395021

To Join by Phone Only

Call-In Number: 1 669 900 6833 US Meeting ID: 916 1583 7747

Wednesday, October 21, 2020

8:30am to 10:00am

8:30am	Welcome and Introductions <i>Lorraine Flores, Chairperson</i>	
8:35am	Approve June and August 2020 Meeting Minutes <i>Lorraine Flores, Chairperson</i>	Tab 1
8:40am	Review Council Membership/Recruitment Needs <i>Jenny Bayardo, Chief of Operations</i>	Tab 2
8:50am	Discussion of Proposed Council Equity Statement <i>Susan Wilson, Arden Tucker, Monica Caffey, Liz Oseguera</i>	Tab 3
9:05am	Public Comment <i>Lorraine Flores, Chairperson</i>	
9:10am	Break	
9:15am	Review Proposed Operations Language for Cmte <i>Jane Adcock, EO and Noel O'Neill, Chair-Elect</i>	Tab 4
9:35am	Public Comment <i>Lorraine Flores, Chairperson</i>	
9:40am	Report from CA Coalition for Mental Health <i>Daphne Shaw</i>	
9:50am	Wrap-Up and Plan for Next Meeting	
10:00am	Adjourn	

California Behavioral Health Planning Council

Notice: All agenda items are subject to action. Scheduled times on the agenda are estimates and subject to change. **If Reasonable Accommodation is required, please contact Gabriella Sedano at 916.701.8211 by October 12, 2020** in order to meet the request.

Executive Committee Members

Officers: Lorraine Flores, Chairperson Noel O'Neil, Chair-Elect Susan Wilson, Past Chair

Housing/Homelessness Cmte: Vera Calloway, Chairperson Monica Caffey, Chair-Elect

Legislation Cmte: Gerald White, Chairperson Tony Vartan, Chair-Elect

Patients' Rights Cmte: Walter Shwe, Chairperson Catherine Moore, Chair-Elect

Systems and Medicaid Cmte: Liz Oseguera, Chairperson Karen Baylor, Chair-Elect

Workforce and Employment Cmte: Dale Mueller, Chairperson John Black, Chair-Elect

Performance Outcomes Cmte: Susan Wilson, Chairperson

At-Large: Arden Tucker

Liaisons: **CBHDA:** Veronica Kelley **DHCS:** Jim Kooler **CCMH:** Daphne Shaw

**California Behavioral Health Planning Council
Executive Committee
Wednesday, October 21, 2020**

Agenda Item: Approve June and August 2020 Meeting Minutes

Enclosures: Draft Executive Committee Minutes for June and August meetings

Background/Description:

Attached are the draft meeting minutes for Executive Committee review and approval.

DRAFT

CBHPC Executive Committee Meeting

**June 17, 2020
Meeting Minutes**

Committee Members present:

Lorraine Flores, Noel O'Neill, Susan Wilson, Vera Calloway, Monica Caffey, Gerald White, Tony Vartan, Catherine Moore, Liz Oseguera, Karen Baylor, Dale Mueller, Arden Tucker, Daphne Shaw.

Staff Present: Jane Adcock and Jenny Bayardo

Welcome and Introductions

Members were welcomed and introductions were completed.

Approve January 2020 Meeting Minutes

Susan Wilson moved and Catherine Moore seconded to approve the minutes of January 15, 2020. Motion approved with no abstentions.

Overview of Council Operations under State of Emergency

Jenny Bayardo, Chief of Operations to the Council, advised committee members of changes in staff work location due to the COVID-19 pandemic. She also advised of new administrative reporting due to the pandemic as well as how Council phone lines are being managed while staff work remotely. An explanation was given of the ways in which staff are supported while working remotely and the steps taken to ensure they have all necessary resources and direction to complete their work.

The Council Quarterly meetings for April and June have been cancelled as in-person meetings and have moved to a virtual format via WebEx. It is anticipated the October meeting in Oakland will resume as an in-person meeting. To minimize fiscal impact, the Oakland Hilton has been booked for the dates October 21-23, 2020 which is 1 week later than the Council's traditional schedule.

Lastly, Jenny reported that two Council staff, Eva Smith and Linda Dickerson, will be temporarily redirected to assist with contact tracing efforts in California. The temporary assignment is 6 months. Naomi Ramirez will take over Housing and

Homelessness Committee and Justin Boese, with Ashneek Nanua and Jane Adcock, will take over Performance Outcomes Committee and the 2020 Data Notebook.

Public Comment

Steve Leoni requested that the Council utilize Zoom as virtual platform rather than WebEx.

Theresa Comstock advised that the CalBHBC website now contains the county board meeting dates/times as well as the meetings of CalBHBC board.

Committee Reports of Current Activities

Workforce and Employment Committee In addition to working with OSHPD on the implementation of the 2020-25 Workforce Development 5-Year Plan, WEC has been receiving presentations from the various regions around the state on best practice employment models. This year, there will be a focus on local employment resources and how employment programs are funded/sustained without the MHSA WET funds.

Patients' Rights Committee PRC is exploring the extent of patient advocacy in jails so sending a survey out to the county boards to query their county's patients' rights activities in their jails. Also educating the boards as to the authority for patients' rights advocacy access in jails.

Legislation Committee The Legislature is out of session temporarily due to COVID-19 but holding some hearings in virtual format. Council staff are engaged in lots of advocacy focused on SB 803 to establish Peer Certification Program in CA and on SB 665 which would allow MHSA funds to be used for mental health services provided in county jails. Also working with other orgs to urge Governor to allow certain flexibilities in MHSA requirements due to loss of revenue and stay at home orders.

Housing and Homelessness Committee HHC has been discussing homelessness and the impact of COVID-19 on this vulnerable population. There is a new representative from Department of Housing and Community Development, Timothy Lawless. He will present regarding the economic downturn and COVID's impact on affordable housing development and programs.

Systems and Medicaid Committee Due to the pandemic, DHCS' efforts on CalAIM will be delayed which means redlining the proposal and stakeholder meetings are on hold. DHCS has requested a 1-year extension on both 1115 and 1915 waivers. SMC is discussing talking points for future stakeholder meetings and also the impact of COVID-19 on the public behavioral health system.

Performance Outcomes Committee The 2019 Data Notebook report is in its final stages and should be ready for release soon. Originally, the plan for 2020 Data Notebook was to focus on employment programs, however, DHCS has approached

us about using this project to secure information on the counties' use of telehealth to be used as evidence to bolster California's request to continue post-pandemic.

Public Comment

None

Report from CA Coalition for Mental Health

Daphne Shaw reported the Coalition met on June 3rd in virtual meeting. Coalition members discussed what their specific organizations are doing to adapt to/address/provide services and support during COCID-19 and shelter in place orders.

Wrap Up and Plan for Next Meeting

The Executive Officer (EO) asked the committee members whether they would like to specify some goals to be worked on and then addressed in the 2020 Year End Report. Committee members directed the EO to use the goals set forth in the committee work plans for the 2020 report.

Concern was expressed over a proposal seeking signatures for an initiative to go on the November ballot that would essentially criminalize homelessness.

The EO was asked to get more information and a presenter to inform about the "MHSA Refresh" for the April General Session agenda.

Meeting adjourned 10:02am.

DRAFT

CBHPC Executive Committee Meeting

**August 19, 2020
Meeting Minutes**

Committee Members present:

Noel O'Neill, Susan Wilson, Vera Calloway, Monica Caffey, Gerald White, Tony Vartan, Walter Shwe, Catherine Moore, Liz Oseguera, Karen Baylor, Dale Mueller, Arden Tucker, Veronica Kelly, Daphne Shaw.

Staff Present: Jane Adcock, Jenny Bayardo, Naomi Ramirez and Ashneek Nanua

Welcome and Introductions

Chair-Elect Noel O'Neill welcomed members and introductions were completed.

Discuss Format of Quarterly Meetings in Virtual Environment

Chair-Elect O'Neill introduced the agenda item by referring to Tab 1 which contains 5 questions to facilitate committee discussion and decisions.

Jenny Bayardo updated the committee on the technology for virtual meetings. We currently use WebEx and are in the process of requesting department approval to purchase Zoom. DHCS had not yet responded to the request. Justification has been submitted and Jenny is following up on the steps for approval process.

Jenny also indicated that the venue consultants the Council uses have partners who are vendors who assist in use of virtual platforms to achieve maximum effectiveness on existing platform. If we continue with WebEx, there are companies who can help us to use it better and may run it for us.

Chair-Elect read the 5 questions on the tab and opened the discussion. He asked each committee member to provide brief responses to each of the questions with the goal of reaching a consensus among the members.

The consensus of the group is as follows:

- 1) Council quarterly meetings will continue over the same days and committee meetings will be 90 minutes in length.
- 2) One committee will meet at a time so there is no overlap.

- 3) For the October meeting, only committee meetings will be held. Revisit of decision when/if to commence General Session will occur in January.
- 4) By scheduling the committee meetings to occur one at a time, with no overlap, non-committee Council members are free to join the meetings. Comments from non-committee Council members will be taken after the committee members have concluded discussion and prior to public comment.
- 5) The October Council meeting will occur October 20-22, 2020.

Public Comment

None

Wrap Up and Plan for Next Meeting

Chair-Elect O'Neill thanked the committee members for a productive meeting. He indicated that staff will issue an October committee meeting schedule quickly to advise the full membership of meeting dates and times.

Meeting adjourned 3:34pm.

**California Behavioral Health Planning Council
Executive Committee
Wednesday, October 21, 2020**

Agenda Item: Council Membership Update

Enclosures: Current Council Appointment List

Background/Description:

At each quarterly meeting, to ensure fulfillment of the provisions in Welfare and Institution Code Section 5771, the Executive Committee will review the membership needs and any actions to occur by the next quarterly meeting. CBHPC will provide quarterly reports on membership activity.

As of October 2020, there is one vacancy in the Family Member Parent of SED child category, one in the Direct Consumer Category and one State Representative vacancy.

2020 Member Activity:

January Appointments:

Christine Frey (Direct Consumer)

Jim Kooler (DHCS Rep)

February Appointments:

Irene Walela (Dept of Aging representative)

May Appointments:

Tim Lawless (Housing and Community Development Council representative)

August Appointments:

Uma Zykofsky (Professional/Provider)

September Appointments:

Joanna Rodriguez (Parent)

Membership Recruitment Activities for 2020:

Due to the Covid-19 pandemic, plans to focus on events and conferences that target parents of children with SED and direct consumers are on hold.

**CALIFORNIA BEHAVIORAL HEALTH PLANNING COUNCIL
BREAKDOWN OF PLANNING COUNCIL APPOINTMENTS
2020**

	First Name	Last Name	Appointment Category	County	Gender	Ethnicity	Appointment Date	Expiration Date
1	Joanna	Rodriguez	Family Member Parent of SED Child	Los Angeles	Female	Latina	09/01/20	12/31/23
2	VACANT	VACANT	Family Member Parent of SED Child	VACANT	VACANT	VACANT		
3	Deborah	Starkey	Family Member Parent of SED Child	Sacramento	Female	Caucasian	01/01/17	12/31/22
4	Darlene	Prettyman	Family Member	Fresno	Female	Caucasian	01/01/14	12/31/22
5	Lorraine	Flores	Family Member	Santa Cruz	Female	Latina	01/01/13	12/31/22
6	Iris	Mojica de Tatum	Family Member	Merced	Female	Latina	08/01/19	12/31/22
7	Celeste	Hunter	Family Member	San Diego	Female	Afr. Amer.	01/01/97	12/31/22
8	Karen	Hart	Family Member	Monterey	Female	Caucasian	03/30/95	12/31/22
9	Hector	Ramirez	Direct Consumer	Los Angeles	Male	Native Amer./ Latino	09/17/19	12/31/22
10	Steve	Leoni	Direct Consumer	Contra Costa	Male	Caucasian	01/01/14	12/31/22
11	Christine	Frey	Direct Consumer	San Diego	Female	Caucasian	10/07/19	12/31/22
12	VACANT	VACANT	Direct Consumer	VACANT	VACANT	VACANT		
13	Arden	Tucker	Direct Consumer	Sacramento	Female	Afr. Amer.	05/14/14	12/31/22
14	Vera	Calloway	Direct Consumer	Los Angeles	Female	Asian/ Afr. Amer.	03/01/16	12/31/22
15	Walter	Shwe	Direct Consumer	Yolo	Male	Asian	10/23/03	12/31/21
16	John	Black	Direct Consumer	Stanislaus	Male	Caucasian	8/14/18	12/31/21
17	Susan	Wilson	Cons-Rel. Advocate	Shasta	Female	Caucasian	01/13/10	12/31/21
18	Gerald	White	Cons-Rel. Advocate	Sacramento	Male	Latino/Caucasian	01/01/18	12/31/21
19	Monica	Caffey	Cons-Rel. Advocate	San Bernadino	Female	Afr. Amer.	05/08/09	12/31/22
20	Liz	Oseguera	Cons-Rel. Advocate	Sacramento	Female	Latina	02/01/17	12/31/22

	First Name	Last Name	Appointment Category	County	Gender	Ethnicity	Appointment Date	Expiration Date
21	Noel	O'Neill	Profess/Provider	Mendocino	Male	Caucasian	07/27/14	12/31/22
22	Barbara	Mitchell	Profess/Provider	Monterey	Female	Caucasian	01/01/00	12/31/21
23	Christine	Costa	Profess/Provider	Orange	Female	Asian	8/14/18	12/31/21
24	Sokhear	Sous	Profess/Provider	Stanislaus	Female	Asian	1/01/19	12/31/21
25	Veronica	Kelley	Profess/Provider	San Bernadino	Female	Asian/ Caucasian	01/01/17	12/31/22
26	Dale	Mueller	Profess/Provider	Los Angeles	Female	Caucasian	04/06/01	12/31/22
27	Karen	Baylor	Profess/Provider	Alameda	Female	Caucasian	08/01/19	12/31/22
28	Tony	Vartan	Profess/Provider	San Joaquin	Male		03/01/19	12/31/22
29	Uma	Zykofsky	Profess/Provider	Sacramento	Female	Asian	08/01/20	12/31/23
30	Deborah	Pitts	Profess/Provider	Los Angeles	Female	Caucasian	01/01/13	12/31/20
31	Catherine	Moore	Profess/Provider	San Diego	Female	Caucasian	02/01/17	12/31/22
32	Daphne	Shaw	CA Coalition for MH	San Joaquin	Female	Caucasian	01/01/93	12/31/22
33	Cheryl	Treadwell	Dept. of Social Services	Sacramento	Female	Afr. Amer.	State Employee	N/A
34	Tim	Lawless	Dept. of Housing & Community Developm't	Sacramento	Male		State Employee	N/A
35	Marina	Rangel	Dept. of Corrections & Rehabilitation	Sacramento	Female	Latina	State Employee	N/A
36	Julie	Souliere	Health & Human Services Agency	Sacramento	Female	Caucasian	State Employee	N/A
37	Kathi	Mowers-Moore	Dept. of Rehabilitation	Sacramento	Female	Caucasian	State Employee	N/A
38	VACANT	VACANT	Dept. of Education	VACANT	VACANT	VACANT	State Employee	N/A
39	Irene	Walela	CA Commission on Aging	Sacramento	Female		State Employee	N/A
40	Jim	Kooler	Department of Health Care Services	Sacramento	Male		State Employee	N/A

**California Behavioral Health Planning Council
Executive Committee
Wednesday, October 21, 2020**

Agenda Item: Discussion of Proposed Council Equity Statement

Enclosures: none

Background/Description:

The Council Officer Team comprised of the Chairperson, Chair-Elect, Immediate Past-Chair, and Executive Officer are considering establishing an Equity Statement for the Council that reflects the Council's vision, values and efforts to promote racial equity, reduce disparities and improve health outcomes for all Californians.

They invited the Reducing Disparities Workgroup (RDW) to draft the statement. Below is the proposed Equity Statement for the Executive Committee's consideration. This statement will be discussed during the October meetings of the Housing and Homelessness Committee and Systems and Medicaid Committee for full membership review. Ultimately, the statement will be posted on the Council website.

PROPOSED EQUITY STATEMENT:

The California Behavioral Health Planning Council members and staff are dedicated to supporting efforts, policies and programs that bring about necessary change to address longstanding systemic racism and inequities. The behavioral health community is directly impacted by social injustice leading to in far-reaching health disparities and life expectancy.

The nation is experiencing a number of crises; crises which have indisputably highlighted the complex issues of race and inequality across our country. The Planning Council's vision is a behavioral health system that makes it possible for individuals to achieve full and purposeful lives. We are committed to attaining racial and social equity through action and advocacy for an inclusive society in which all community members can realize their full potential regardless of their race, age, gender identity, sexual orientation, diagnosis, ability or economic status. The Planning Council employs a number of [Guiding Principles](#) that are foundational to its visionary work

It must be recognized that certain communities and individuals benefit from systemic racism and inequities while other communities and individuals suffer greatly. Leaders must look inward to identify unconscious biases as well as understand historical policies and practices that drive inequities. The Planning Council commits to continuing and improving our policies and practices to support and encourage diversity in membership and staff perspectives, to value individual lived experience, and to promote opportunities for ongoing education and growth.

The Council believes we can establish public policies that honor and respect differing backgrounds and life experiences by normalizing conversations about racial and other inequities. By building partnerships among Council members, policy makers, and communities served, we can operationalize the true meaning of equity. Through this process, the Council supports California in achieving the goals to reduce disparities, rebuild the trust lost from communities that have been historically under/inappropriately served and eliminate social injustice and racial inequities.

**California Behavioral Health Planning Council
Executive Committee
Wednesday, October 21, 2020**

Agenda Item: Review Proposed Language for Operations of Committee

Enclosures: None

Background/Description:

A couple of changes/additions to the Council's Operations and Procedures Manual regarding Committee processes are proposed for Executive Committee discussion and approval.

Proposed new language is designated by underline and proposed deletion is designated with ~~cross-out~~. It is these changes that are agendaized for Executive Committee approval.

There are some **shaded areas** that will need to be addressed in the future because they are inaccurate, not current, etc. If time permits, the Executive Committee may make decisions on the shaded areas during this meeting.

Excerpt from Council Operations and Procedures Manual:

Officers

The Planning Council has three officers: Chairperson, Chairperson-Elect, and Past Chairperson also known as Leadership.

1. Responsibility

a. Chairperson

The Chairperson is the Chief Executive Officer (CEO) of the Planning Council. **He or she** has the general powers and duties of management usually invested in the office of the chairperson of a council, and has other powers and duties as prescribed by the Planning Council. **He or she** is the official spokesperson of the Planning Council. The Chairperson presides at all meetings of the Planning Council and the Executive Committee. Attachment A contains a job description for this position.

b. Chairperson Elect

The Chairperson-Elect becomes the next Chairperson after the current Chair-

person completes his or her term of office. The Chairperson-Elect performs the duties of the Chairperson in his or her absence and performs additional duties as the Chairperson may designate.

c. Past-Chairperson

The Past-Chairperson is a member of the Executive Committee and performs additional duties as the Chairperson may designate.

2. Selection Criteria for Nominating Officers Council Chairperson-Elect

- a. The Chairperson-Elect nominee must meet the minimum qualifications in the job description contained in Attachment A. The Chair-Elect nominee must be able to meet the minimum qualifications in the Chairperson's job description in one year's time.
- b. A nominee must be willing to serve as an officer.
- c. It is recommended that a nominee have served as a chair, vice-chair, or alternate chair of a committee or subcommittee for at least one year.
- d. The nominee should have been on the Council for at least one year and be active in the Planning Council with a good attendance record for Planning Council meetings and committee meetings.
- e. Consistent with the Planning Council's values, the Nominating Committee should consider including a direct consumer or family member in the slate of officers.

3. Election and Term

- a. A Nominating Committee, appointed by the Chairperson and ratified by the Executive Committee, will nominate a member for Chair-Elect. The Nominating Committee shall consist of five members with one from each appointment category: direct consumer, family member, consumer-related advocate, professional/ provider, and state department representative.
- b. Prior to the October Planning Council meeting, the Nominating Committee will review the Operating Policies and Procedures, including the job description for the Chairperson, and will recommend any changes to the Planning Council during the October Planning Council meeting. The job description will contain both minimum and desirable qualifications for the office.
- c. During the October meeting, the Nominating Committee will approach Planning Council members and encourage them to consider serving as officers.
- d. During the January Planning Council meeting, the Nominating Committee will present its proposed nominee. Additional nominations may be made from the floor at that time.
- e. At each January meeting, the Planning Council will vote for the Chair-Elect. The newly elected officer will take office immediately at the opening of the January

meeting.

- f. The term of each office shall be no more than two years. A member may be nominated in the future for the same office.

4. Member Development/Mentorship Forum

- a. On Thursday afternoon of the quarterly face to face meeting, after both committee meetings and General Session have occurred, there will be a Mentorship Forum open to all interested Council members. All Committee chairpersons, Chair-elects and the Council Leadership must attend. The purpose of the Mentorship Forum is to provide development opportunities for members who are interested in becoming a chairperson of their committee and maybe eventually serving as Chairperson of the Council. Members can attend and ask questions, receive guidance on handling common facilitation situations and participate in discussions about topics for agendas, creating committee work plans and fulfilling statutory responsibilities. Roles and responsibilities of chairperson positions are discussed and materials are shared.

Committee Policies and Procedures

1. Each Planning Council member is required to serve on two standing committees. Planning Council leadership will make assignments to the committees based on expertise and an attempt to most evenly distribute consumers, family members, providers, consumer-related advocates, and state representatives amongst the committees.
2. Each standing committee shall have a Chairperson and a Chair-Elect, who shall serve as Vice Chair. During the October committee meeting, the committee members shall nominate a new Chair-Elect. The nominees will be submitted to Council Leadership for appointment. The appointments will be effective starting at the January meeting.
3. To assist them in their work, committees may invite individuals to serve as consultants who are not Planning Council members but who possess special knowledge, skill, or background relative to the committee's jurisdiction. The Executive Officer must approve such invitations. Subject to the approval of the Executive Officer and availability of travel funds, a committee Chairperson may offer to pay for travel expenses for consultants to present at a committee meeting.
4. The committee Chairperson, Chair-Elect, or Planning Council staff may decide on the need for meetings in addition to quarterly ~~in-person~~ meetings. Planning Council staff will make meeting arrangements and notify committee members of the meetings by telephone or by mail. Planning Council staff will support committee activities by providing issue analyses, background documents, and other necessary materials.
5. Between committee meetings, the committee Chairperson will inform Planning Council staff of any significant developments relating to the committee's projects.

Additionally, the committee Chairperson is included in all committee business and operations such as agenda development, presentation development and any other matters relating to committee meetings, activities or projects.

- ~~6. Committees may appoint persons who are not Planning Council members to serve on their committees in order to enhance the expertise of the committee. These persons are not voting members of the committee.~~
7. Members who have non-voting status at the General Session of the Planning Council are given the right to vote at committee meetings.

Attachment A

JOB DESCRIPTION: CHAIRPERSON

CALIFORNIA BEHAVIORAL HEALTH PLANNING COUNCIL

Availability and Visibility

The Chairperson should be able to devote a substantial amount of time to Council activities, including:

- attending Planning Council meetings;
- attending meetings with Director of Department of Health Care Services in Sacramento every other month;
- attending statewide meetings of major constituency groups;
- testifying at legislative hearings periodically; and
- having frequent telephone contact with the Executive Officer and the Chairperson- Elect.

Leadership

The Chairperson should possess the following knowledge, skill, and attributes:

- understand the Planning Council's statutory duties and role in state government;
- demonstrate a commitment to the Planning Council's mission and goals;
- serve as a consensus builder to unify the diverse membership of the Planning Council on issues of common concern;
- be skilled at conducting meetings and leading a group towards satisfactory decision making.

Being a recognized participant in mental health issues with various local, state, or national mental health constituency groups is desirable but not required.

Political Skills

The Chairperson should possess the following political skills:

- understand the State's legislative process and demonstrate a willingness to participate in the legislative arena; and
- understand the role of the State's Administration and how it functions, and demonstrate a willingness to work with the Administration;

Knowing key legislators and Administration officials is desirable but not required. Possessing all the above skills on the federal level is desirable but not required.

Interpersonal Skills

The Chairperson should possess the following qualities:

- openness to change;
- the capacity to be flexible on issues; and
- conducting himself or herself in a way that is sensitive to and respectful of the diverse sensibilities of Planning Council members and persons in the audience