

**EL DORADO COUNTY  
MENTAL HEALTH JOINT COMMISSION  
Minutes: July 24, 2013**

**TIME: 5:00 PM**

**PLACE: Video-Conference at:  
Western Slope at 415 Placerville Drive (EMS)  
Placerville, CA 95667**

**South Lake Tahoe – Public Health/Mental Health Offices  
1360 Johnson Blvd., #103  
South Lake Tahoe, CA 96150**

I. Call to order; Roll Call; Introductions

Members: R.S. Lynn, Ben Ehrlar, Denise Burke, Claudia Ball, Jim Abram, Jan Melnicoe

Guests: Bill Ball, Diana Hankins

Staff: Jan Walker-Conroy, Don Ashton, Terri Daly, Mari Robertson, Patricia Charles-Heathers, Laura Walny, Lee Jackson, Ren Scammon, Janet Stevens

II. Approval of Agenda

- Item V was moved up on the agenda; with this modification the agenda was approved.

III. [Item V on the Agenda] Report on action taken in closed session meeting of the Mental Health Commission on June 26, 2013. (Agenda Item XI).

The commission voted unanimously to send a letter to the Board of Supervisors recommending that Pamela Knorr be selected to fill the vacant position of Director Health and Human Services Agency.

- Terri Daly, the County Chief Administrative Officer, thanked the Mental Health Commission members for their involvement in the interview process for selecting a candidate to fill the position of Director Health and Human Services Agency. She reported that while two of the candidates had a strong combination of skills and experience, neither candidate was ideally suited for the position. Jan Walker-Conroy, the Health and Human Services Executive Team, and others outside of the agency believed that Don Ashton would be a better choice than either of these applicants, due to his prior experience, his knowledge of El Dorado County, and his recent assignment as a Principal Analyst in the Chief Administrative Officer's department. Since Don had not applied for the position, the recruitment was failed and on Tuesday (7/23) the Board of Supervisors appointed Don Ashton to serve as the new Interim Director of the Health and Human Services Agency, effective 7/27/13. In the future, the Board of Supervisors may re-open the recruitment or decide to appoint Don Ashton as the permanent Director of the Health and Human Services Agency.

- Dr. Lynn asked how the Agency plans to comply with California Welfare and Institutions Code Section 5604.2; this code requires that the Mental Health Commission be involved in the selection of the Mental Health Director prior to the vote by the Board of Supervisors. Terri Daly indicated that the Mental Health Commission would be involved before the decision is made to either restart the recruitment or appoint Don Ashton to the permanent position.
- Jim Abram offered his congratulations to Don Ashton, and expressed his support. Jim noted that Don Ashton has always been assessable, has responded to his requests for information promptly, and has been willing to involve and include members of the Mental Health Commission in Agency decision-making. Jim expressed his belief that the Mental Health Commission will not be short-changed with Don Ashton in the position of Director.

#### IV. Approval of Minutes (June 2013)

- A quorum of Commission members was not present; vote on approval of the minutes was deferred until the August 2013 meeting.

#### V. Public Comment (15 minutes)

None

#### VI. Questions/comments regarding the Mental Health Departments Monthly report.

- A written update of Mental Health Department news was distributed. Departmental updates are also included as an appendix to this document [Appendix A].
- Dr. Lynn asked why the outpatient services for children will be shifted from school-based to short-term clinic-based treatment. Laura Walny explained that children who need school-based services will receive those services from contract providers who are already located within the schools (e.g., New Morning) and through Special Education Local Plan Area (SELPA) programs. A Mental Health presentation on children's services will be included on the August agenda to more thoroughly update Commission members on program changes.
- Claudia Ball asked for clarification on the level of professional training required of a "therapist" working for a Mental Health contract provider and also for more detail about the "short-term brief treatment model".
  - Typically the requirement to be a therapist in a contract agency is similar to the requirements for a clinician in Mental Health: a therapist will generally be required to have a Master's degree in Marriage and Family Therapy or in Social Work, and will be either registered as an intern/associate or licensed with the California Board of Behavioral Sciences.
  - The short-term brief treatment model will focus on interventions to address acute symptoms and will help children resolve those issues and move on – rather than involving children in long-term, ongoing therapy. The model will use CALOCUS as the evidence-based indicator of treatment needs. Children who need long-term therapy will be linked to more sustainable resources, including family supports, special education linkages, services available through the Alta California Regional Center, and special day classes.
- Jan Melnicoe asked for more information about the Community Corrections Collaborative. The Collaborative is envisioned as a "one stop shop" for Alcohol and

Drug treatment services, corrections, and Mental Health to provide services for people coming out of jail. Funded by AB 109, this program is intended to decrease rates of recidivism and provide the services necessary to stabilize non-violent, non-serious, non-sex offenders after their release.

- The Mental Health Division provided an introduction to the new psychiatrist, Dr. Rajinder Randhawa. Dr. Randhawa was hired through Locum Tenens, a registry that provides medical staffing services, and will be working four days per week in West Slope Adult Outpatient Services. Dr. Randhawa has extensive experience at Napa and Atascadero state hospitals.

#### VII. Update on meeting regarding jail/medication issues

- Diana Hankins reported on the meeting that was held with Dr. Fithian and Dr. Baker of the California Forensic Medical Group (CFMG). Diana reported that Dr. Fithian did not seem to take the concerns seriously, and he defended the care that Dr. Baker has provided. Diana did not anticipate that any significant changes would occur as a result of the meeting. The group discussed the problem and possible recourse:
  - Diana Hankins reports that when individuals are release from jail, Dr. Baker is willing to prescribe 1 month's supply of medication, but it frequently takes two or three months for people to be scheduled to see a psychiatrist. She asked whether Mental Health could follow those released from jail until an alternate psychiatrist accepts them.
  - Claudia Ball wondered whether the Board of Supervisors has been appraised on the problems identified with CFMG psychiatric services. Don Ashton replied that while the Board of Supervisors oversees all County contracts, the Sheriff is an elected position. As a result, the Board does not provide line-by-line oversight of contracts negotiated by the Sheriff's Department.
  - Commission Members understood that CFMG has a prescription formulary that they follow. While CFMG may try to keep inmates on the medications they have been prescribed prior to their jail term, if those medications are not covered, alternatives will be substituted and lower-cost generic medications will generally be used.
  - The possibility of bringing the jail/medication issues to the County Grand Jury was discussed, as well as the possibility of drafting a letter of concern to the California Attorney General.
  - Diana Hankins wondered whether the Mental Health Commission and/or the Board of Supervisors could ask the Sheriff to consider alternatives to CFMG. Denise Burke suggested that Commission look at jail medical contracts in other Northern California Counties, to see if a better provider might be available.
  - Jim Abram advocated that a link between jail and Mental Health computers, so that Mental Health is alerted when a client has been arrested. Ideally this would improve communication between Mental Health and CFMG medical staff. If CFMG was consistently unwilling to work with Mental Health. this would then be more objective evidence that could be brought to the Sheriff, the Board of Supervisors, or the Grand Jury.

#### VIII. Lake Tahoe Wellness Center Status, Update, and Questions

- There is a meeting scheduled for Friday to look at two sites under consideration; Tahoe staff involved in the programs will be included in the site visits.

- Dr. Lynn reminded the group that California Welfare and Institutions Code Section 5604.2 requires that the Commission be involved in the selection of facilities. His concern is that Commission members will be excluded from the decision-making process. Jim Abram expressed his trust that Don Ashton and current Mental Health administrative staff would include the Commission in decisions involving the facility choice. Mental Health confirmed their intention to involve Tahoe in the facility selection process.
- Denise Burke noted that the Tahoe Mental Health Council would be available for a special meeting, if a decision about site selection becomes imminent.

#### IX. Old Business

- Update/discussion on Mental Health Departments move to 768 Pleasant Valley Rd.
  - Committees have been set up to address specific needs (e.g., transportation, Wellness Center), with a color-coded system (green, yellow, red) to indicate projects that are progressing on schedule (green), stalled (yellow) or held-up (red).
  - Project plans include the design for a bus stop in the parking lot, deck plans, and the design for use of the interior space. ATT will provide communication within the building.
- Update on Laura's Law. Set next Laura's Law Committee meeting date and discuss items to be covered.
  - Jim Abram reported that the Yolo County Board of Supervisors approved implementation of Laura's Law. Jim noted that Nevada County contracts with Turning Point to implement the law because Turning Point has been successful in resolving housing issues; Yolo County also plans to contract with Turning Point.
  - Jim Abram reminded the group that the Treatment Advocacy Center (<http://www.treatmentadvocacycenter.org/lauras-law>) has published "A Guide for Implementing Assisted Outpatient Treatment" that includes both a checklist of for developing collaborative relationships with relevant stakeholders (pg. 19) and samples of the documents necessary for the implementation of Laura's Law. Jim recommended that during the next meeting, the Laura's Law Committee begin to develop a timeline for including stakeholders from outside the Health and Human Services Agency, and to discuss funding strategies.
  - The next meeting is scheduled for 8/21 and will meet at the Briw Road facility.

#### X. Determination of next Mental Health Commission meeting for August (28<sup>th</sup>)

- Next meeting of the Mental Health Commission is scheduled for 5:00 PM on August 28, 2013.

#### XI. Commissioners Comments

- Dr. Lynn acknowledged that he is sensitive about several of the topics under discussion, and to the extent that his comments were intemperate, he apologized.

#### XII. Adjournment

**El Dorado County Health and Human Services Agency  
Mental Health Department Update  
Mental Health Commission  
July 24, 2013 Meeting**

**Program Manager II Update** (Laura K. Walny)

During the first quarter of FY 13/14 begins several priority areas:

- With a number of staff in new positions; having worn multiple hats while trying to bridge gaps and secure necessary staffing, we will all be transitioning fully into our respective roles within this quarter.
- Continued emphasis on staffing; some carry-over from FY 12/13; others such as the Intensive Case Management Team and Communication Corrections Collaborative are new.
- Utilization of data now available to Coordinators and Managers to assist with program planning and inform decision making.

Adult Outpatient Services priorities include:

- Worker of the Day Redesign and Implementation,
- Psychiatric Emergency Services Redesign and Implementation
- Implementation of Intensive Case Management
- Wellness Center Redesign with a strong Volunteer/Internship Program

Children Outpatient Services priorities include:

- An emphasis on a Clinic-Based Short-Term Brief Treatment Model versus the prior School Based Services focus
- Formalizing and Enhancing Contract Provider relationships at all levels to include Quarterly Service Provider Meeting and Comprehensive Contract Monitoring that incorporates Fiscal, QI/UR and Program components
- Development of a comprehensive and robust MHSA Plan which provides additional opportunities for to work with Community Providers in supporting shared clients

South Lake Tahoe:

- Consistent Managerial presence and strong Program Coordination
- Evaluation of services and begin incorporation of changes that mirror's Western Slope's redesign and implementation of the Worker of the Day coverage, program design and planning that include future Intensive Case Management services, Wellness Center redesign, addressing current challenges with Psychiatric Emergency Services and developing strong community partnerships

Staffing Changes/Updates:

- Erin Villela – Medical Office Assistant (SLT) resigned in July.
- Tracy Melton: accepted a position with The Community Development Agency (DOT) effective 7/26.

We wish both Erin and Tracy much success in their new paths.

## Appendix A

### Recruitments:

- Psychiatrist, Dr. Rajinder Randhawa via LocumTenens 4 days per week in Adult Outpatient Services
- Program Coordinator – PHF and Outpatient Services: recruitment closes 7/30
- Mental Health Therapy Consultant: PHF interim support pending Program Coordinator hiring - recruitment closes 7/19
- Clinicians: Adult Clinician, Jessie Cilienti start date 8/1; ICM and PHF Clinicians
- Cook: PHF - Recruitment closes 7/26
- Extra Help Aide: Interviews in process
- Psychiatric Technician: Interviews in process
- MH Clinical Nurse: Continuous recruitment
- Medical Records Assistant. (SLT): Recruitment in process
- Senior Office Assistant: WS Children Outpatient Services: Recruitment in process
- Extra Help MH Worker/Bilingual (MHSA) - Interviews to be scheduled
- Community Corrections Collaborative related recruitments:
  - 3 Health Education Coordinators
  - 1 MH Clinician
  - 1 Program Assistant

### Victory Mine Relocation Update:

- Several items will be going to the Board of Supervisors for approval on 7/23/13 including plans for interior construction and the furniture requisition
- Work is being done on the transit stop with plans anticipated in 2-3 weeks
- Wellness Center plans are in process as well
- Various Committees have started initial meetings and are outlining their priority areas. Committees include: Children's, Wellness Center, Garden, Grand Opening, Notification, Transportation, Safety. If anyone is interested in joining a committee or has any questions regarding the move, please contact Laura Walny (621-6238) or Cynthia Kjellin (642-7266).

### **Outpatient Services** (Dennis Plunkett)

#### WS Children's Outpatient Services:

- 109 clients open to WS Children's services as of 7/17/13
- Children programs are being evaluated to address current community needs/trends leveraging MHSA funding

#### WS Adult Outpatient Services:

- 460 clients open to services as of 7/17/13. Continue with urgency to fill vacant positions reported previously. Anticipate full-time Clinician to start the beginning of August. Continue utilization of PHF staff to supplement O/P staff where available
- Interviews completed for 2 vacant LVN positions (1 clinic based - 1 ICM team). Reference checks in process
- Continued urgency in staffing and caseload management. Plan to utilize Licensed Clinicians from other areas, i.e., PES, Children's Services, and QA/UR

## Appendix A

- to cover current 'Request for Services' and 'Intake Assessment needs until staffing stabilizes
- Bipolar Group began as scheduled on July 9; Co-Facilitated by Jerri Shrader MFT and Felicity Gazowsky MHWII. Group has average attendance 13-15 clients and has been very well received by current participants
  - Transition Group continues with strong attendance (15-20) average attendance. This group would welcome community participation (NAMI and/or Mental Health Commission) for life-skills training or guest speakers/topics if appropriate. Please contact Ken Jones at 530-621-6178 if you are interested in providing support for clients in Transitional Housing
  - Collaborative Project Team currently reviewing all areas of Outpatient Services to increase efficiency, improve quality, access to service, and integrate evidence based groups targeted to our client client demographic

### South Lake Tahoe:

- 153 clients (adults/youth) open to MH Services as of 7/17/13
- First round interviews complete for EX-Help MH Aide
- Interviews beginning soon for EX-Help Drivers to fill current vacancies
- Continuing to address space issues within the Clinic and Wellness Center as a temporary measure pending future location of MH in SLT
- Reviewing space requirements needed to co-locate O/P services together with the Wellness Center and/or other logical collaborative partners (AOD, APS, etc.).

### **Psychiatric Health Facility (Cheree Haffner)**

- Construction and painting is well under way at the PHF. The area previously known as the CRT is remodeled and painted. A temporary wall separates it from the main unit while we finish painting the main unit area. We are very excited with the fresh paint look. Furniture for the expansion is expected to be arriving the first of September, which is our current projection for official expansion to 16 beds. If anyone would like to tour what we have done so far, please give Cheree Haffner a call at (530) 621-6357 to arrange a visit.
- We continue to run at our full capacity of 10 clients on most days. In the past month we have needed to utilize contract hospitals in Sacramento on a number of occasions. This further supports our vision to expand so we can serve our clients in their community.
- PHF staff are in full swing using AVATAR, our electronic medical record. We are already seeing the benefits of improved coordination of care with the shared records between inpatient and outpatient.

### **MHSA (Ren Scammon)**

- FY 12/13 MHSA Plan Community Planning Process: The FY 12/13 Plan is now scheduled to go to the Board of Supervisors on July 23, 2013.
- FY 13/14 MHSA Plan Community Planning Process: We are drafting the program proposals that we have received and anticipate posting PEI programs for public consideration this week. The CSS and WET programs will be posted soon after. Innovation submittals are slow to come in, but we will be posting those as well once compiled.

## Appendix A

- Trailside Terrace Apartments: Mercy Housing provided us with a tour of the property on Monday, July 15. There are five Mental Health Services Act (MHSA) apartments at Trailside Terrace, broken down as follows by bedroom count:
  - 1 - 1-bedroom apartment
  - 2 - 2-bedroom apartments
  - 2 - 3-bedroom apartments

At this time, we have a waiting list of approximately eight for the one-bedroom apartment, no waiting for the two-bedroom apartments and I believe we received our third application today for the three-bedroom apartments (we may end up with a waiting list for three-bedroom apartments).

- Workforce Education and Training: The DSM-5 training in July in Sacramento was cancelled due to low registration. We are exploring other options for training at this time.

### **Behavioral Health Court (Shirley White)**

- Placerville Behavioral Health Court has 11 current participants and celebrated 3 successful graduations in the first week of July. One of our participants will be entering into Residential Treatment and continue with her Behavioral Health Court participation while in treatment. Group check in sessions have had high participation rates through the last weeks even in this nice summer weather!
- South Lake Tahoe Behavioral Health Court has 13 active participants and 2 graduations planned for this month. A new Probation Officer, Del Peuse, has been assigned as the dedicated officer to South Lake Tahoe's Behavioral Health Court.

### **Patient's Rights Advocate (Doris Jones)**

- PHF: Continue to meet with clients and staff daily.
- Patients' Rights and Client Concerns: Continue to work with clients and staff to facilitate timely resolutions; recommendations are brought to administrative staff.
- Annual Patient's Rights Training for Placerville and South Lake Tahoe Mental Health staff was completed on Wednesday June 26, 2013 with Jan Melnicoe. This training resulted in plans for PRA to meet with MH staff throughout the year at their staff meetings to provide an ongoing forum for referrals, questions and trainings.
- Psychiatric Health Facility Informational Tri-fold Brochure & FAQ are in final draft. Next steps: formatting, posting to EDC MH website and printing.
- Facility Safety: Mental Health sites Safety Coordination Meetings are held regularly and include representatives from each site; fire drills are planned and completed quarterly; facility site safety inspections have been conducted with plans to partner onsite staff with safety staff from another site for cross training and to provide a fresh set of eyes; Victory Mine Building toured; safety plans are being formulated; follow up tasks are being documented, prioritized and assigned.