

Mental Health Board Zoom Meeting Minutes

July 13, 2020, 4:00 to 6:00

Chair:	Kristyn Miles	Vice Chair:	Beth Nelsen
Minutes:	LuAnn Pufford, Sr. Office Assistant		

---- Agenda Topics ----

1. Call to Order

The Zoom meeting was called to order at approximately 4:05 p.m. by Chair Kristyn Miles.

2. Roll Call/Introductions

The Napa County Mental Health Board (MHB) met in regular session on Monday, July 13, 2020, with the following members present: Chair Kristyn Miles, Supervisor Ryan Gregory, Kathleen Chance, Theresa Comstock, Frank Dolan, Kristine Haataja, Tiffany Iverson, Rowena Korobkin, Robert Palmer and Shari Staglin. Member Vice-Chair Beth Nelsen arrived late. Members Zachariah Geyer, Rocky Sheridan and Summer Thompson were excused. Member Mirna Leiva-Gullord was absent.

Napa County Mental Health Division Staff present: LuAnn Pufford, Sr. Office Assistant; Sarah O'Malley, Mental Health Director, Courtney Vallejo, Assistant Deputy Director, Jennifer Menges, Quality Coordinator, Kimberly Danner, Deputy Chief Fiscal Officer, and Susan Kingsford, Supervising Staff Services Analyst, Fiscal Division.

3. Public Comment

None

4. Board Member Comment or Announcements

Kristine Haataja is participating in writing the MHB Annual Report. She request that new MHB members submit a profile photo and brief autobiography. Current members may submit a new photo, should they want to do so.

Shari Staglin announced that Dr. Sam McClain will be featured on the Today Show to speak about front line workers, COVID-19, and mental health issues.

Rowena Korobkin commented on the a letter to the editor in the Napa Register stating that schools need internet access for students. She was also interested in internet access for mental health clients.

Theresa Comstock commented on a website called digital access to find information on internet access and access to technology devices for individuals served.

5. Approval of Minutes and Consent Items

A motion to approve the minutes from the June 8, 2020 meeting and Public Hearing was made by member Rowena Korobkin. The motion was then seconded by member Supervisor Ryan Gregory. Each member was individually asked to vote on approval of the minutes. The motion passed with all Ayes (Yes); *no members were opposed or abstained.

**See list of members under item 2 Roll Call/Introductions.*

6. Old Business

- A. None

7. New Business

- A. The first order of New Business was a presentation on the Health & Human Services Agency (HHSA) and Mental Health Division (MHD) budget for Fiscal Year 2020-21 by Kimberly Danner, Chief Fiscal Officer and Susan Kingsford, Supervising Staff Services Analyst, Fiscal Division. Topics reviewed included HHSA Revenue by Category and Expenses by Category, along with the MHD projected revenue and expenses.

The largest sources of revenue funding come from Realignment, the Napa County General Fund, and Medi-Cal Billing. The total projected HHSA revenue from all sources is estimated at \$126,509,135. Of that amount, approximately 31% is allocated to the Mental Health Division.

HHSA Expenses are estimated to be \$128,501,483. The three largest sources of expenses are salaries and benefits, contracted services, and a combination of property management, ITS, communications, general liability and debt services. Again, the Mental Health Division is allocated approximately 31% of the overall Agency projected expenses. For more detailed information, please refer to the budget charts that were included in the Mental Health Board member monthly packets.

- B. MHD Assistant Deputy Director Courtney Vallejo began the External Quality Review Organization (EQRO) Audit results overview by introducing Jennifer Menges, MHD Quality Coordinator. Jennifer gave a brief overview explaining that the California EQRO Audit is an annual audit of Mental Health Plans, such as Napa County Mental Health Division, to “analyze and evaluate information related to quality, timeliness, and access to Specialty Mental Health Services”. She went on to explain how this is further divided into six categories, Performance Improvement Projects (PIP), Access to Care, Timeliness of Services, Information Systems, Beneficiary Outcomes, and Structure and Operations. Napa County Mental Health places a great emphasis on beneficiary outcomes, ensuring that all people served have access to the right services. For more detailed information on key recommendations for these components, along with recent action taken, please refer to the handout called “EQRO Recommendations FY19-20 that was included in the MHB member packets.
- C. Chair Kristyn Miles opened the floor to nominations for the position of both MHB Chair and Vice-Chair for FY2020-21. Nominated to serve a second term on the MHB as Chair was Kristyn Miles, along with Beth Nelsen as Vice-Chair. A motion to elect the slate of officers as nominated was made by member Theresa Comstock and was seconded by member Shari Staglin. The motion passed with all Ayes; *no members were opposed or abstained.

**See list of members under item 2 Roll Call/Introductions.*

- D. The Annual MHB and Executive Committee Meeting schedule was briefly reviewed. A motion to approve the schedule as written was made by member Kristine Haataja and was seconded by member Rowena Korobkin. The motion passed with all Ayes. *No members were opposed.

**See list of members under item 2 Roll Call/Introductions.*

- E. Member Kristine Haataja presented the proposed MHB Budget for review and approval. A motion to approve the MHB Budget as written was made by member Rowena Korobkin. The motion was seconded by Supervisor Ryan Gregory. The motion passed with all Ayes, with the exception of member Theresa Comstock who removed herself from the discussion and vote to avoid a conflict of interest.

See list of members under item 2 Roll Call/Introductions.

- F. Mental Health Director Sarah O'Malley spoke to the MHB about various budget projects the Mental Health Division is working on in order to help alleviate the projected budget shortfall.

G. Committee and Work Group updates were as follows:

- Quality Improvement Committee: Kristine Haataja – The focus of the most recent QIC meeting was on reviewing performance outcomes and information provided by the Patient’s Rights Advocate.
- Stakeholder Advisory Committee: Kristine Haataja – The June meeting included two guest speakers sharing information on MHSA Prevention and Early Intervention (PEI) programs. The information was impressive.
- Advisory Board on Alcohol & Drug Services (ABAD): Rob Palmer – The June meeting focused on a summary and discussion of the Alcohol & Drug Services EQRO audit report. It included lots of information from service recipients.

H. Member Theresa Comstock commented that the CALBHBC electronic Newsletter was sent to the MHB last week. On page 2 of the electronic newsletter there is information on movies that may be of interest. For more information, please visit the CALBHBC website at: www.calbhbc.org

8. Announcements & Informational Items

A. Speaker Schedule Plan for FY2019-2020

1. Research on Brain Health - One Mind Non-Profit Organization
2. MHSA Innovations Project Updates
3. Innovations in Mental Health Service Delivery: Tele-Health, Tele-Psychiatry, Text Based Services

B. Napa County **Mental Health Board web page** includes Executive Committee and Board meeting agendas, minutes & supporting documents: <http://www.countyofnapa.org/HHSA/MentalHealthBoard/>

C. Next **MH Board Meeting**, August 10, 2020, 4:00 to 6:00pm, by Zoom teleconference

D. Next **Executive Committee Meeting**, July 22, 2020, 3:30 to 4:30, by Zoom teleconference

9. Adjournment

A motion to adjourn the meeting was made by member Theresa Comstock and was seconded by Kristine Haataja. The motion passed with all Ayes. The meeting adjourned at approximately 6:10 pm.

**See list of members under item 2 Roll Call/Introductions.*