



Mental Health Board

for Mariposa County

Post Office Box 99

Mariposa, California 95338

(209) 966-2000

Meeting Minutes

April 6, 2017

12:00 – 1:30 p.m.

Members Present:	Ellie McQuarrie, Jennifer Gamble, Ron Schmidt, Kitty Hawkins, Sunday Moore, Debbie Cook, Rosemarie Smallcomb, Lisa Carisio
Members Excused:	None
Members Absent:	Sterling Cramer
Guests:	Marshall Long, Linda Brown, Lori Ritter
Quorum:	Yes
Director:	Chevon Kothari
Deputy Director:	None present
Staff:	Todd Davidson - Social Worker Supervisor Lynn Rumfelt - Analyst Chrissie Doss – QA Deb Drenon - Community Liaison

Meeting was called to order at 12:04 p.m. by Ron Schmidt, Chair

Introductions

- I Approval of Minutes:** Sunday made motion to accept the minutes, Jenny seconded the motion. The minutes for March 2, 2017 were approved.
- II Public Comments:** 1) *Kitty gave an apology to the Board.* 2) *Ron mentioned the investigation regarding issue of Chair election is still in progress.* 3) *Ron mentioned communication from CICA regarding assembly bill #437 that will give training to first responders and establish community network for IHSS support services. (A copy of letter will be sent to board members in email by secretary.)* 4) *Deb shared information and handouts with everyone regarding WISE University Peer Training Academy & Placement Assistance – will be in Stockton in May (free of cost), but also she is going to look into WISE doing a training in the local area.*
- III Old Business:**

- A. **Discussion and approval of budget for Butterfly Festival Booth** - Fee for booth is \$65 for two days, plus there will be other costs. Kitty made a motion for the budget to be \$250 and not to exceed that amount; Rosemarie seconded the motion; all Board members present voted in favor, none were opposed, motion passed. Secretary will take care of sending in the application form for registration. Volunteers are needed – Lori Ritter passed around a sign-up sheet.
- B. **MHSA Stakeholder Process – Receive input and provide feedback** – Presentation was given by Deb, surveys were handed out, and feedback was given by the Board. Survey results from other shareholders were shared with the Board (see handout). Next steps: team will write up proposal, post publicly for 30 days, and bring to Board of Supervisors as formal presentation with target date of June 6th for a public hearing.
- C. **Data Notebook** – Finished and submitted on March 31, 2017. Copies of notebook can be requested from secretary.
- D. **Discussion and Direction regarding Merger Task Force (development of by-laws and policy & procedures)** – Merger Task Force met and worked on developing bylaws and policies & procedures, but are not ready to submit. Up for discussion was the issue of processing applications for new board members and whether or not they should be processed now or put on hold until merged board is complete. Staff wanted direction. Board to submit input to Rosemarie, staff will process and then Board of Supervisors can make decision. Pending application for new Board member, Sheryl Bohn, will be given to Rosemarie. In order to get bylaws done in a timely manner, Kitty made a motion for the Board to write bylaws as legal portion and then Board to create policies and procedures later so that we can move forward with presenting merger to the Board of Supervisors; Lisa seconded the motion. Discussion was made – statutes and regulations can be written as bylaws and then separate items can be added as policy & procedures; this will give the Board flexibility of processing applications, etc. The Chair called for a vote - all Board members present voted in favor, none were opposed – the motion passed.

IV **New Business:**

- A. **Discussion and approval of an Executive Committee** – Discussed developing an Executive Committee to meet once a month during the 3rd week of each month. The meeting will be open to the public. The objective of the EC will be to expedite business of Mental Health Board and make recommendations to Board, and also create agendas for upcoming Board meetings. Sunday made a motion to vote that we have an Executive Committee as described, Rosemarie seconded the motion; all Board members present voted in favor, none were opposed – the motion passed.
- B. **Discussion and approval of budget for Chairperson’s expenses** – Ron explained that he needs funds for paper, printer ink and other miscellaneous expenses that may arise. Chevon explained a policy & procedure is already set in place for reimbursement of expenses. Rosemarie made a motion for a budget of \$100 quarterly, not to exceed that amount; Kitty seconded the motion; all Board members present voted in favor, none were opposed – the motion passed.

V **Reports:**

- A. Board Chairperson Pro Tem – Ron Schmidt: No report.

- B. Supervisory – Todd Davidson: Interviews for MH Clinicians next week.
- C. QA – Chrissie: Pending Plan of Corrections for tri-annual audit; will call state tomorrow to clarify and define responses.
- D. Analyst – Lynn Rumpfelt: Handouts were given with 6-months info.
- E. Director – Chevon Kothari: Team has been working hard on homelessness, housing, and integration of services with CWS. Deputy Director interviews will be next week.
- F. Fiscal – Chevon Kothari: Budget was turned into Board of Supervisors on April 11th for Board to approve funds and then will decide how to spend after stakeholder process.
- G. Heritage House – No report.

VI Committees Meet/Report (time permitting): Chrissie distributed handouts “Recommendations and Response” from Complaint and Grievance Task Force. Sunday asked if the Board could take handouts home to read and discuss later. Rosemarie suggested to **put this item on the May agenda under “old business”**. All agreed.

VII Adjournment: Meeting was adjourned at 1:31 p.m.

Reminder: The next meeting will be held on **May 4, 2017** at the Mariposa County Human Services Mariposa Room from 12:00 p.m. – 1:30 p.m.

Submitted,

Donya Evans

Recording Secretary