



Minutes

Present: Sally Ragonut, Chair; Paula Mason, Vice-Chair; Bruce Metcalf, Secretary; Supervisor Lor; Mary Ellis; Iris Mojica de Tatum; Vicki Humble; Virginia Vega; Keng Cha; Micki Archuleta; Zachery Ramos

Absent: Brian Pena; Vince Ramos; Emil Erreca

Others Present: Genevieve Valentine; Sharon Jones; Carol Hulsizer, Recorder

Call to Order / Roll Call

Due to COVID-19 today's meeting was held via conference call. Chair Sally Ragonut called the meeting to order at 3:02 p.m. Roll call was taken.

Mission Statement

The Mission Statement was read by Bruce Metcalf.

Approval of Minutes from March 3, 2020 (BOARD ACTION)

Recommendation/Action: M/S/C (Ramos / Humble) to approve the March 3, 2020 minutes. Due to this being a conference call, the names of all Board members present were called and asked whether they themselves approved the minutes.

Lor – yes	Vega – abstain	Mojica de Tatum – yes
Ellis – yes	Cha – yes	Ragonut – yes
Metcalf – yes	Ramos – yes	Archuleta – yes
Mason - yes	Humble – yes	

Approval of Minutes from April 24, 2020 (BOARD ACTION)

Recommendation/Action: M/S/C (Mojica de Tatum / Archuleta) to approve the April 24, 2020 minutes. Due to this being a conference call, the names of all Board members present were called and asked whether they themselves approved the minutes.

Lor – yes	Vega – abstain	Mojica de Tatum – yes
Ellis – yes	Cha – yes	Ragonut – yes
Metcalf – yes	Ramos – yes	Archuleta – yes
Mason - yes	Humble – yes	

Opportunity for public input. At this time any person may comment on any item which is not on the agenda.

Discussion/Conclusion: Theresa Comstock, Executive Director for the California Association of Local Behavioral Health Boards & Commissions, was on today's call. She wanted to listen to today's discussion and find out what is happening in this county.

Recommendation/Action: None

Committee / Ad-Hoc Reports

- a. Substance Use Disorder (SUD)
- b. Board Orientation and Development
 - 1) Review and Discuss Board Orientation and Development Plan
- c. Membership Committee
 - 1) Recommendation for Approval of Kim Carter to Behavioral Health Board (BOARD ACTION)
- d. Quality Improvement Committee (QIC)
- e. Annual Report
- f. Executive Committee
 - 1) Select Nominating Committee for FY 20/21 Executive Committee (BOARD ACTION)
- g. Board Member Reports

Discussion/Conclusion: a. Paula reported that Substance Use Disorder (SUD) remains open at this time and continue to provide services. They have telephone services up and running and they continue to schedule intakes and connect with community members and clients. They have some meetings/events planned by invitation only due to the Coronavirus; some of those dates are: May 11 and 21, June 8 and 13. They continue to do as much work as they can within the community. They do have the Mentoring Program in the schools but due to school closures they have had to cancel these. They are working on some alternatives that they can do like for the completion of different types of ceremonies for the end of the year. Iris questioned if they are doing groups via Zoom or something else. Paula stated this wasn't mentioned, just that they are trying to utilize telephone services and that they are scheduling intakes and connecting with community members and clients. It may be that they are doing them via Zoom or conference calls, but it wasn't specific. Sally questioned Paula about the houses/residences (Tranquility & Hobie House) that some of the clients live in and are they still living in these places. Paula stated that she assumes so; again, this wasn't addressed specifically. Sally then questioned Genevieve about this housing and if the clients are "sheltering in place" with support within the homes. Genevieve stated that this is correct. b.1) Bruce reported that COVID-19 has curtailed some what they have been able to do; it is somewhat on hold. Board orientation and development plan is a little bit on hold as they re-work ideas on how they can move forward in that area. Sally commented that going over the binder is on hold and it keeps them from training the newest members like Zach. Bruce stated they have completed going over the binders with all the other new members except Zach; they will come up with a new plan for that. Iris thought that Zach could get a phone number or contact information in case he has any questions. Sally thought that was a good idea; she and Bruce could even have a conference call or training with Zach. Bruce asked that Carol give Zach his phone number in order for the two of them to talk and do some training. c.1) Mary made the recommendation to approve Kim Carter being appointed to the Behavioral Health Board and forward her name to the Board of Supervisor's for their approval. d. Mary did not have a report this month. She hopes to have one for the next meeting. e. Sally reported that she and Iris have had a phone conversation on this. Some of the ideas that they had were: 1) pictures of Board members on the cover of the report. Since they cannot get together for a group picture, they would like individual pictures. Sally mentioned that Emil, Brian and Zachery all need to submit a recent photo of themselves to Carol. 2) due to current events, they will keep the same idea of what last year's report looked like but condense it down further. 3) the section in the report titled "About Our Members", a written paragraph is needed from the three new members (Emil, Brian and Zachery) giving a summary of who they are, where they are from, organizations they are in or have been in, occupation and why they wanted to become a member of the Behavioral Health Board. This will then need to be submitted to Carol. f. Sally reported that they need to select a Nominating Committee for the FY 20/21 Chair, Vice-Chair and Secretary positions. Sally read the section from the By-Laws – Article IV, Section 2 – regarding the Nominating Committee. She then asked for volunteers. Zach and Iris volunteered to be the Nominating Committee. g. No other reports were given.

Recommendation/Action: b. Carol will give Zach Bruce's phone number. c. M/S/C (Ellis / Mason) to nominate Kim Carter for appointment to the Behavioral Health Board and forward her name to the Board of Supervisors for their approval. Due to this being a conference call, the names of all Board members present were called and asked whether they approved Kim Carter's nomination to join the Behavioral Health Board.



BEHAVIORAL HEALTH AND RECOVERY SERVICES

Behavioral Health Board Meeting

301 E. 13th Street

Merced, CA 95341

May 5, 2020

Lor – yes	Vega – yes	Mojica de Tatum – yes
Ellis – yes	Cha – yes	Ragonut – yes
Metcalf – yes	Ramos – yes	Archuleta – yes
Mason - yes	Humble – yes	

f. M/S/C (Archuleta / Ellis) to accept Iris and Zachery as the Nominating Committee.

Lor – yes	Vega – yes	Mojica de Tatum – yes
Ellis – yes	Cha – yes	Ragonut – yes
Metcalf – yes	Ramos – yes	Archuleta – yes
Mason - yes	Humble – yes	

Chair’s Report

a. Goals / Objectives – Survey Monkey

Discussion/Conclusion: a. Sally stated that due to COVID-19 they will not be able to have a Retreat in May. At that time is when they were going to select their goals and objectives for the next fiscal year. It was suggested that they now have a survey monkey; Sally asked that Genevieve explain what a survey monkey is. Genevieve stated that after speaking with Sally about the options regarding goals and objectives for next year, they looked at what questions could potentially be used for a survey. This was then vetted by County Counsel to make sure the Brown Act was being followed. A survey monkey is a series of questions that would be sent via email to all participants. There would be from five to eight questions that could be either yes/no questions or actual narrative boxes where you would put in information. When completed, the results of the survey would go to the facilitator of the survey and all this data could then be brought to the next Board meeting. They could then do a roll-call vote if they are in agreement with the new goals and objectives. A set of sample questions was already completed based on the current goals and objectives in order to test it out and see if it is still the information wanted. The specific questions would be done by the Executive Committee (Chair, Vice-Chair and Secretary) based on last year’s Strategic Planning information. Sally commented that the Executive Committee is meeting with Genevieve next week where this can be further discussed. Iris asked if items related to the current Data Notebook be included in the survey. Sally commented that the Data Notebook is already in last year’s Strategic Plan. Bruce then commented that the sample survey monkey already had something about the Data Notebook in it. Sharon Jones commented that the upcoming, new Data Notebook has not yet come out, but if a copy of last year’s is needed, she can send it to Carol.

Recommendation/Action: Information only

Director’s Report

- a. Meet New Director
- b. COVID-19 Update on Housing & Homeless

Discussion/Conclusion: a. Genevieve thanked everyone for being willing and able to call-in. She is excited about being in Merced County and work alongside everyone. She has had wonderful welcomes from many and the others she just hasn’t had the opportunity to have a conversation with yet. She thanked Supervisor Lor and the Executive Committee because they have done a wonderful job making her feel safe and comfortable being a part of this organization. She also thanked Iris, who she met prior to coming to Merced County, for all she does for Merced and Behavioral Health and Statewide. Genevieve is very dedicated to the collaborative work that will take place in this community with this Board and the Behavioral Health Dept. b. Genevieve reported that currently they have 37 staff that are doing staggered schedules. Staggered schedules are as early as 6:30am to 7:00pm in all of the outpatient programs. The purpose of staggered schedules is to maintain the safety of the clients and provide them services in an expanded mind-set and also maintain the safety of the staff. They didn’t want large groups of individuals coming into the building at 8:00am and leaving at 5:00pm. Having staggered schedules in the different programs allowed them to control how many were coming in and out in order to

maintain social distancing. They have also allowed some staff, who are at the highest risk of obtaining COVID-19 due to various health concerns, the option to do tele-commuting on a case-by-case basis based off their job description. There are staff working from home maintaining all the appropriate HIPAA and CFR-42 requirements. Additionally they have lobby hours that have been restricted from 10:00am to 3:00pm. in order to maintain social distancing and/or by appointment. They are seeing clients face-to-face based off medical need. They are definitely providing all of the same services as before, just via telephonic services or through tele-med screens. This includes the evaluations at the Emergency Rooms for 5150s. All this was approved through the Department of Health Care Services in order to provide the services in an appropriate manner while maintaining the safety of staff and clients. She is very proud of her team and the efforts that went into play in terms of obtaining as many computers, laptops and cameras and thinking outside the box on how to maintain good quality care as well as being able to maintain the safety due to physical and social distancing. They have also provided cloth masks to every single staff at BHRS. They are asking screening questions for any client coming into the buildings as well as asking them to bring their own masks during reminder calls; if they don't have a mask, the Department is providing masks to them. They have increased housekeeping in order to make sure everything is being sanitized as often as possible. Anytime someone comes into the building, everything is being wiped down in all the interview rooms immediately afterwards and they do have protective health equipment for all the housekeepers as well as being properly trained on how to use them. In Marie Green and the Crisis Stabilization Unit (CSU) they have gone one step further by screening the staff. Staff are asked a series of questions before they start their shift and temperatures are being taken. Because these are a locked-type environment, they are making sure all staff are properly screened before coming in and have the appropriate protective equipment in order to do their jobs. The team is doing a wonderful job. There is now an isolation room in Marie Green where they can isolate a consumer while they contact Public Health for any potential COVID-19 testing. In addition there are seven BHRS staff assigned to the Human Services Agency (HSA) for the Care and Shelter Division where they are doing the homeless outreach. There are supportive services for those placed in a hotel through the Roomkey Project through HSA. They have come up with additional supports if a consumer/client who has been placed in a hotel and they need to actually see them, there is appropriate staffing to be called in order to wave at the client through a window as well as maintaining social distancing. There are three staff working for Public Health assisting at the Command Post. Public Health's Command Post is on the second floor of the BHRS building. Genevieve thanked Sharon Jones who has been doing debriefings with Public Health and Sheriff's Office in order to maintain a good, strong community presence but also being mindful that we are all affected by this and how to support each other in the process. May is Mental Health Awareness Month and they have reached out to various partners in order to include information regarding the Mental Health Services Act (MHSA) programming and other BHRS core programs out into the community. They have reached out to the Superintendent of schools and gave them information regarding a Youth Warm Line that will be posted. They are putting information on the COVID-19 website for resources. There are various press releases that Merced County is releasing and they are doing some radio clips in order to make sure the community knows they are here for them. Iris asked if the Wellness Centers are still operating. Genevieve stated that the Wellness Center are physically closed, however, the Wellness Center staff are reaching out to the clients who do come to the Wellness Centers.

Recommendation/Action: Information only

Announcements

Discussion/Conclusion: Iris announced that she is still attending the California Behavioral Health Planning Council. They are doing the phone calling for the meetings. If there is anything new or pertinent, she will be sure to bring it forward.

Sally asked Sharon Jones if she is having any trainings now. Sharon commented that she is getting ready to repackage everything and purchasing trainings through a company that they can register people and have them take these trainings. So far they have done a LGBTQ+ training and a Cultural Competence training. The goal is to make sure staff is still receiving the professional development during this time. Iris asked Sharon if any of her trainings would be applicable to the Board development plan. Sharon thinks so. There are always going to be culturally responsive, culturally competent related or some type of recovery training. Iris thought that some of these trainings would be good for the Board next year, if possible. Sally then asked if Sharon will be holding the yearly Spiritual Conference. Sharon stated this was postponed.



BEHAVIORAL HEALTH AND RECOVERY SERVICES

Behavioral Health Board Meeting

301 E. 13th Street

Merced, CA 95341

May 5, 2020

Recommendation/Action: Information only

Future Agenda Items / Possible Action Items

Discussion/Conclusion: Vicki would like updated information on the bus that was going to go around to the rural communities with a doctor or clinician to see clients in that area. Sharon stated this is a MHSA approved action. She has heard it is in the process of being purchased. The goal was to meet the community where they are and provide service. Genevieve stated that this can be an agenda item for the next meeting so everyone hears a little more of what Sharon is discussing.

Iris would like to have the homeless outreach on the agenda – mainly she would like to know if BHRS is advocating for them to be tested; also that this Board recommends that they be vaccinated and be on the priority list.

Sally commented that in reading through the last minutes, she noticed that there was a person thanking the Board for having the meeting at a later time so they could attend. She was wondering if the Board could discuss changing the time of the monthly meetings.

Sally mentioned that Iris did email her before this meeting regarding using BlueJeans video allowing Board members to see each other during the meeting. Iris stated it would be very helpful if everyone could see each other. Sally asked Genevieve if this is possible; she stated she would have to confirm with County Counsel.

Recommendation/Action: Information only

Adjournment: The meeting ended at 4:13 pm.

Submitted by: Signed
Carol Hulsizer
Recording Secretary

Approved by: Signed
Bruce Metcalf, Secretary
Merced County Behavioral Health Board

Date: 6/4/20

Date: 6/9/20