



**Client and Family Leadership Committee Meeting Minutes**  
**Date: Thursday, June 21, 2018 | Time: 10:00am-3:00pm**

**MHSOAC Office**  
**1325 J Street, Suite 1700, Sacramento, CA 95814**  
**Darrell Steinberg Conference Room**

**\*\*DRAFT\*\***

**Committee Members:**

**Staff:**

**Other Attendees:**

Commissioner Aslami-Tamplen Andrea Crook Ricahrd Krzyzanowski* Pete LaFollette Yvette McShan Min Suh Sam Woolf Sharon Yates	Angela Brand Toby Ewing Brandon McMillen Ashley Mills Anna Naify Tom Orrock Norma Pate Brian Sala	Joy Anderson Chris Barton Zuleima Flores Stacie Hiramoto Mitzy Merriweather* Maureen Njamfa Daniel Silva Harry Ortiz Melen Vue
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\*Participation by phone

Committee members absent: Jeff Decker, Carmen Diaz, Laysha Ostrow, Darlene Prettyman, Julia Sweeney, Sandy Villano, Jairo Wilches, Emily Wu Truong

## **Welcome/Introductions**

Commissioner Aslami Tamplen, Committee Chair, called the meeting to order and welcomed everyone. Introductions were provided by all present in the room as well as on the phone.

## **Agenda Item 2: Stakeholder Contract Update: NAMI California**

*\*This item was completed first as there was no quorum at the start of the meeting to approve prior meeting minutes.*

The program team from NAMI California provided an update on the activities completed and underway as part of their stakeholder advocacy contract administered by the MHSOAC.

Program staff discussed progress of the State of the Community Report and the findings from surveys, focus groups, and key informant interviews as conducted through other contract activities. Noted findings included:

- Families reporting on challenges on HIPAA and confidentiality.
- Housing challenges.
- Lack of services and supports for those involved in the criminal justice system as well as those with co-occurring disorders.
- Additional presentation materials covered training activities, efforts to support those who have experienced trauma, incarnation and the impacts on individuals and their families, and ways to support healing in communities.

Committee discussion included:

- Clarification on the recruitment and selection of advisory council members; how is NAMI actively recruiting consumers and family to ensure a diverse representation of individuals from across the State.
- How participants were compensated for time and participation.
- How to access materials and stories/videos.
- Evaluation efforts and how program is tracking outcomes.
- Efforts to sustain trainings and support trainers to continue work in the community.
- Efforts to engage with local behavioral health departments and use of program “mini-grants” provided to local affiliates.
- Availability of program activities outside of organization’s membership structure; if individuals have to be members to access info or attend events and trainings and how information is disseminated to support non-members engagement.

### **Agenda Item 1: Adoption of the Meeting Minutes**

Committee members were asked to review the minutes from the November 8, 2017 meeting for any errors or suggested amendments. No errors or edits were requested.

*Vote recorded with participating members as follows:*

- Approve: Coimmissioner Aslami-Tamplen, Andrea Crook, Richard Krzyzanowski, Pete LaFollette, Yvette McShan, Min Suh, Sharon Yates
- Abstain: Sam Woolf

### **Agenda Item 3: Program Inventory Tool**

MHSOAC staff presented the Committee with an update on the development of the “Program Providers and Services Tool.” The tool was designed to improve county accountability as well as support efforts by members of the public to access, review, and compare program and

system information. Staff discussed the design of the tool and the capacity to provide program comparisons both within and between counties.

Discussion on the tool included:

- Use of the tool to enhance stakeholder engagement at the county level to support a robust community planning process.
- How tool will provide available data and information on peer programs and use of peers in the programs.
- Future efforts may include how to track referrals and time to receive services.
- Work with MHSA Coordinators to ensure accurate and up to date information; staff noted the goal will be to have each county maintain their own program information.
- Use of tool as an advocacy support; stakeholders can use information to work with counties that have unspent funds.
- How to provide information on funds used by counties to support the community planning process.
- Ensure mobile optimization.
- Staff to provide webinars/training for use of the tool.

The Committee also discussed the reversion of county funds and asked for clarity around the MHSOAC's efforts to track the unspent funds and support county plans for use. Staff clarified that funds that go unspent revert back to the State.

#### **Agenda Item 4: MHSOAC Travel Policy**

MHSOAC staff provided a brief review of the travel policy and provided MHSOAC staff contact info for anyone that needed travel assistance for future meetings.

#### **Agenda Item 5: Future Agenda Items**

The Committee discussed possible agenda items for the September meeting. Suggestions included:

- The role of the California Association of Local Mental Health Boards and Commission (CALBHBC) and how to support local engagement efforts.
- Exploring how to better support the Community Planning Process (CPP).
- The Issue Resolution Process and an update of the project completed by the MHSOAC.
- An update on the next Committee cycle and the application process.

#### **Adjourn**

Meeting adjourned at 3:00pm