

**Consolidated Planning and Advisory Workgroup (CPAW)**

**Thursday, December 4, 2014**

**3pm – 6pm**

**Location: 2425 Bisso Lane, First Floor Conference Room, Concord, CA 94520**



Members attending: Connie Steers, Dave Kahler, Lori Hefner, Molly Hamaker, Stephen Boyd, Kathi McLaughlin, Lisa Bruce, Laurie Schnider, Gina Swirsding, Tony Sanders, Lauren Rettagliata, Sam Yoshioka, Mariana Moore, Ryan Nestman, Karen Smith

Staff attending: Quincy Slatten, Michelle Nobori, Jennifer Tuipulotu, Michelle Rodriguez-Zeimer

Public Participants: Sheri Richards, Carwen Spencer, Cynthia McCants, Stan Baraghin, Doug Dunn, Tess Paoli, Don Green, Dana Matteri, Bessie Sagaiga

Facilitator: Warren Hayes

Recorder: Lisa Cabral

Staff Support: Warren Hayes

Excused from Meeting: John Hollender, Matt Wilson

Absent from Meeting: Courtney Cummings, Kimberly Krisch, Susan Medlin, Susanna Marshland, Tom Gilbert

<b>TOPIC</b>	<b>ISSUE/CONCLUSION</b>	<b>ACTION/RECOMMENDATION</b>	<b>PARTY RESPONSIBLE</b>
1. Welcome <ul style="list-style-type: none"><li>• Call to Order</li><li>• Introductions</li><li>• Working Agreement</li><li>• Announcements</li><li>• Finalize Minutes</li></ul>	<ul style="list-style-type: none"><li>• Introductions made.</li><li>• CPAW's Working Agreement reviewed</li><li>• Office for Consumer Empowerment has Reality Recovery DVD's and would like to give to Providers to show in their facility or give to</li></ul>	Information	Warren Hayes

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	<p>consumers in recovery that need extra encouragement. Contact Stephen Boyd for DVD's.</p> <ul style="list-style-type: none"> <li>• Two sofas and recliner chair available to a good organization or consumer in Montclair Area of Oakland. Contact Lori Hefner for more information.</li> <li>• Consumer Christmas party in Pleasant Hill at Centre Concord.</li> <li>• Thank the individuals for bringing refreshments.</li> <li>• Approve November minutes</li> </ul>	<p>Minutes approved. Will be posted to MHSA CPAW website.</p>	<p>Lisa Cabral to post minutes.</p>
<p>2. Plan for Fiscal Year 15-16 Update</p> <ul style="list-style-type: none"> <li>• Review Last Year's Process</li> <li>• Board of Supervisors' Direction and Timeline</li> </ul>	<ul style="list-style-type: none"> <li>• The Three Year Plan was approved by the Board of Supervisors on October 28th. The Three Year Plan will be posted online with English and Spanish summaries.</li> <li>• The 2015-16 Plan Update should include any changes to the Three Year Plan. Per statute there is a need to complete a Community Program Planning Process (CPPP) prior to the 2015-16 Plan Update, which begins on July 1, 2015.</li> <li>• Last year a needs assessment was done, and prioritized needs provided by stakeholders were included in the plan. Needs were not prioritized by importance. Before the draft plan was put out for 30 day public comment it</li> </ul>	<p>Approved Three Year Plan will be posted to website.</p> <p>Information presented and information provided as a result of CPAW members' questions</p>	<p>Lisa Cabral</p> <p>Warren Hayes</p>

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	<p>was brought to CPAW and the Mental Health Commission for input. As a result of last year's CPPP a decision was made to not add any new programs due to budget issues.</p> <ul style="list-style-type: none"> <li>• The FY 2015-16 Plan Update may include the addition of Laura's Law. This will be dependent upon the BOS. The BOS discussed the issue of implementing Laura's Law on October 7 and 28, and will be meeting on January 13. The agenda and County Administration's Office analysis and recommendations will be published the Thursday before the meeting.</li> <li>• The BOS would like Plan Update with a plan for balancing the MHSA budget by Spring.</li> <li>• Cost of RDA contract had a budget of \$55,000 last year. RDA sub-contracted with PEERS from Oakland to co-facilitate forums. MHSA allows up to 5% of the entire budget to be spent to support the CPPP. Currently the budget has \$100,000 for the current fiscal year.</li> <li>• MHSA team consists of Lisa Cabral, clerical support, Michelle Nobori, MHSA planner/evaluator, Erin McCarty, MHSA Project Manager, and Gerold Loenicker, PEI Project Manager and Warren Hayes, MHSA</li> </ul>		

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	<p>Program Manager.</p> <ul style="list-style-type: none"> <li>Last year's shortage of input during focus groups, community forums, and representation on CPAW and Mental Health Commission was parents of young children currently in the mental health system.</li> </ul> <p>Due to the small window of time, may need to set up an ad hoc group to help with the planning process.</p> <p>Get out a survey to other counties to find out if they have implemented Laura's Law.</p> <p>Create a survey monkey to make available to everyone and make survey open ended for input for the Plan Update.</p> <p>Depending on the scope of the update needed may be able to utilize in-house staff to complete the CPPP.</p> <p>CPAW would like to know the things that may be dropped off the CPPP process, and still be legal.</p> <p>Possibly Maria Pappas could help with facilitating planning process forums.</p>	<p>CPAW members provided input on the scope of the CPPP for the Plan Update 15-16. This and any input provided in the next two weeks will be brought to the next Steering Committee meeting.</p>	<p>CPAW members</p>
<p>3. Plan for January CPAW meeting</p>	<ul style="list-style-type: none"> <li>Would like to change the January CPAW meeting due to the scheduled date falls on the New Year holiday and</li> </ul>	<p>CPAW members agreed to change meeting time and date to January 8 from 2-4pm. This would be a</p>	<p>Steering Committee</p>

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	conflicts with the MH Commission meeting at 4:30pm.	shorter meeting and focus on planning for the CPPP for the FY 2015-16 Plan Update.	
4. Update Characteristics and Affiliations	<ul style="list-style-type: none"> <li>• CPAW still has unrepresented stakeholder entities. Still trying to fill vacant seats.</li> <li>• Prior analysis of characteristics and affiliations was based on CPAW member applications, and not on current self-identification.</li> <li>• The orange form is asking to have all CPAW members identify primary and secondary characteristics and affiliations.</li> <li>• Community members may fill out and may be contacted if they fill one of the non-represented characteristics and affiliations.</li> </ul>	Current CPAW members are to identify their primary and secondary characteristics and/or affiliations.	Membership Committee
5. Break			
6. Video Presentation – Putnam Clubhouse	<ul style="list-style-type: none"> <li>• A video presentation and tour of Putnam Clubhouse was provided.</li> </ul> <p>Very inspiring to see how the clubhouse provides support to consumers.</p>	CPAW member input	Molly Hamaker
7. MHSA Budget Report	<ul style="list-style-type: none"> <li>• This is the first month that Finance has made a projection of expenses that is less than what was budgeted at the beginning of the year.</li> <li>• Summary on page 2 of Budget Report: First column shows exact figures approved in the Three Year Plan.</li> </ul>	Information	Warren Hayes

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	<p>Second column is what finance currently has logged in actual expenses, and third column is what Finance current projects will be spent by the end of the fiscal year.</p> <ul style="list-style-type: none"> <li>• Currently there is a structure imbalance showing considerably more budgeted than revenues.</li> <li>• Financial projections are critical for the budget portion of the plan update.</li> </ul>		
8. Program Evaluations	<ul style="list-style-type: none"> <li>• Completed the Child Abuse Prevention Council program review. When the report becomes final will be included with monthly Budget Report.</li> <li>• MHSA Program Review Schedule provided in CPAW packet.</li> <li>• Officially and formally offer invitation to participate with program reviews. Can accommodate one community member per program review.</li> </ul>	<p>Final report will be posted online with CPAW reports.</p> <p>CPAW members can contact Warren Hayes regarding participation in program reviews.</p>	<p>Lisa Cabral</p> <p>Warren Hayes</p>
<p>9. Committee Reports</p> <ul style="list-style-type: none"> <li>• Membership</li> <li>• Innovation</li> <li>• Systems of Care</li> <li>• Children’s</li> <li>• Older Adults</li> <li>• Housing</li> <li>• Social Inclusion</li> </ul>	<p>Membership</p> <ul style="list-style-type: none"> <li>• Focus is on the characteristics and affiliations not represented per the orange forms handed out earlier in the CPAW meeting.</li> </ul> <p>Innovation</p> <ul style="list-style-type: none"> <li>• Continuing the same process of reviewing current and prospective Innovative Projects.</li> <li>• Would like County staff to come and participate in the committee committee.</li> </ul>	Committee chairs report	

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	<p>Systems of Care</p> <ul style="list-style-type: none"> <li>• First meeting in November, next meeting will be next Wednesday, December 10.</li> <li>• Focusing on role and recommendations for Community Service Workers at Miller Wellness Centers</li> <li>• Looking for a chair or co-chair for committee.</li> <li>• Per email from Teresa Pasquini, Invitation for CPAW members to participate in the Behavioral Health Care Partnership meeting to give input to consider how to collaborate on a vision for the Miller Wellness Center.</li> </ul> <p>Children's</p> <ul style="list-style-type: none"> <li>• The lack of space at the Miller Wellness Center for children is a concern.</li> <li>• Invitation to participate in Behavioral Health Care Partnership committee per Teresa Pasquini.</li> <li>• Vern Wallace reports on Children's issues and impact services.</li> <li>• Visit to tour Miller Wellness Center and Judy Pearl to be in contact with Melissa Cesario and Kathi McLaughlin to discuss dates to visit.</li> <li>• Discussing new co-chair for children's committee</li> <li>• Open invitation to attend children's</li> </ul>		

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	<p>committee and next meeting will be December 11.</p> <p>Older Adults</p> <ul style="list-style-type: none"> <li>Looking to increase the number of committee members.</li> </ul> <p>Housing</p> <ul style="list-style-type: none"> <li>The first housing document report is out.</li> <li>The increase in rents is resulting in more MHSA funding for fewer number of units available.</li> </ul> <p>Social Inclusion</p> <ul style="list-style-type: none"> <li>Having a potluck for committee members and guests on December 9 at Bisso.</li> <li>NAMI Provider Training will be held at Arnold Industrial Way on Friday, December 5.</li> </ul>		
10. Public Comment, Announcements	Oak Park Assembly Church finished its center for serving the severely mentally ill.		
11. Review of Meeting	Public comment should be made during public comment section of agenda.		
12. Next CPAW, Steering, Membership Meetings	<p>CPAW meeting is Thursday, January 8, 2015 from 2-4pm.</p> <p>Steering will meet on December 18 from 1-3pm.</p> <p>Membership will meet on December 19 from 11am-1pm.</p>		