

MINUTES
CALIFORNIA MENTAL HEALTH SERVICE AUTHORITY
BOARD OF DIRECTORS MEETING-REGULAR MEETING

Double Tree Hotel, Sacramento CA 95818

Thursday, July 9, 2009

MEMBERS PRESENT

Allan Rawland, MSW, San Bernadino County

Mike Oprendeck, LCSW, Solano County

Dr. Wayne Clark, PhD, Monterey County

Denise Hunt, MFT, Stanislaus County

Curtis Boewer, MPA, MFT, Colusa County

Mark Montgomery, Shasta County

MEMBERS ABSENT

Dr. Karen Baylor, PhD, MFT, San Luis Obispo County

OTHERS PRESENT

John Chaquica, CPA, MBA, ARM, George Hills Company Inc

Kim Santin, CPA, George Hills Company, Inc

Meliah Bird, George Hills Company, Inc.

Alice Washington, California Institute for Mental Health

Patricia Ryan, MPA, California Mental Health Directors Association

Bill Cater, LCSW, CiMH

1. CALL TO ORDER

The meeting was called to order at 3:25 p.m. by President Mr. Allan Rawland.

2. INTRODUCTIONS

Everyone present introduced him/herself. Allan Rawland, acting President; Mike Oprendeck, Solano County acting Vice President; Wayne Clark acting as Secretary, Monterey County; Denise Hunt, Stanislaus County, and Curtis Boewer representing Colusa County acting as treasurer.

3. PUBLIC COMMENT

Carolyn Ribstine from Humboldt County acknowledged the Board with questions regarding potential wording changes in the JPA agreement. Humboldt County council recommended they work with the definitions about funding and wording of Article 1 of the JPA Agreement. This item was discussed further under Agenda item 8.A.

4. APPROVAL OF CMHSA BOARD OF DIRECTORS & SLATE OF OFFICERS

Approval of Board and Slate of Officers, Item 4 of the Agenda.

The slate was recommended at the last meeting, staff recommends the Board entertains motion to accept. Denise Hunt requests title change from Mental Health Director to Behavioral Health Director.

President	Mr. Allan Rawland	San Bernardino County
Vice President	Mr. Mike Oprendeck	Solano County
Treasurer	Mr. Curtis Boewer	Colusa County
Secretary/Bay Area Rep.	Dr. Wayne Clark	Monterey County
Southern Area Rep.	Dr. Karen Baylor	San Luis Obispo County
Central Area Rep.	Ms. Denise Hunt	Stanislaus County
Board Member	Mark Montgomery	Shasta County

Mike Oprendeck motioned to approve Board and Slate of Officers. Denise Hunt seconded the motion, Motion passed unanimously.

5. APPROVAL OF AGENDA

The Board considered approval of the agenda as posted or amended. Recommendation to take item 10 out of order.

Curtis Boewer moved to process item 10 in the agenda out of order, second by Mike Oprendeck. Motion passed unanimously.

Curtis Boewer presents Shasta County as a new member.

Mike Oprendeck moved to approve Shasta County, Seconded by Curtis Boewer. Motion passed unanimously.

Shasta County accepted to the JPA. Shasta application given to John Chaquica with George Hills Company.

6. CONSENT CALENDAR

6.A. Minutes from June 11, 2009 Formation Committee Meeting.

Staff recommends board accepts the minutes.

Dr. Wayne Clark enters motion to accept minutes. Mike Oprendeck seconded the motion. Motion passed unanimously.

7. PRESENTATIONS

7.A. Training, Technical Assistance and Capacity Building.

Presentation by Bill Carter of CiMH regarding the Training, Technical Assistance and Capacity Building. Context that there are five statewide TA components CiMH would like to work with the member counties to develop a plan for statewide, regional, and local implementation of Training, TA and Capacity Building. The plan would start with the counties approved PEI plans. CiMH was looking for permission from board to move forward with developing a proposal for consideration by CMHSA. Denise Hunt comments that she may have a conflict regarding also being a member of the board on CiMH as well as Dr. Wayne Clark states same. Staff recommends the Board move forward with the planning and the proposal conflict will be addressed subsequently. Questions arise from Mike Opredek in regards to the procurement policy and whether if accepted the training is then drawn up in a contract and goes out to bid. Bill Carter states CiMH is requesting "guiding" the proposal. These issues will need to be addressed subsequently.

Questions arise in regards to how monies would go from County to JPA to the Training. It is then clarified motion is solely for preparation of the proposal, not funding etc. John recommends that the JPA allows flexibility and will not limit options. Even County's that are not in the JPA will be able to participate.

Mike Opredek motions to move forward regarding plan for the proposal by CiMH. Seconded by Denise Hunt. Motion carried unanimously.

7.B. Report on Member Outreach.

Survey done on Zoomerang shows increased interest in joining the JPA. Approximately 24 County's are looking into the JPA. Clarification about projects and not usurping the authority of the OAC and the process of approval was addressed. Another question arose in regards to JPA and elimination of the bid process. Mr. Walker with Butte County has questions regarding now that the JPA is established how does a county adding get involvement in each project and how the JPA is funded. Mike Opredek states each project will have a manager group. Every county will have involvement and not just the larger County's or the board will have final decision. The funding is split amongst the County's involved, so depending on the population size would determine your County's funding responsibility.

General consensus, by the Board referring the survey shows a high level of interest with multiple Counties'. Those County's interested are at different levels of adding, once added the funding is then spread amongst the entire JPA.

8. ADMINISTRATIVE MATTERS

8.A. Staff recommends approval signatures, and file CMHSA Joint Exercise of Power Agreement.

John Chaquica explains the Agreement can be ratified in the future once more County's join the JPA. The document is static, and each time a change is made it has to go back to each County's Board of Supervisors for approval. President, Allen indicates that the Bylaws have more flexibility and are an easier process than changes on the agreement. Denise Hunt suggests that under Appendix A, her title should be noted as Behavioral Mental Health Director.

Allen Rawland makes a motion to approve the agreement, seconded by Mike Opredek. Motion passed unanimously.

All board members present signed the JPA agreement.

8.B. CMHSA Formation and State Filings.

Status report to the Board that the JPA agreement has been filed with the State. Statement of Facts is completed and needs to be signed. Professional Liability has not been sought as no financial transactions have been made.

Statement of Facts is signed by President Allan Rawland.

8.C. Review and discuss CMHSA Bylaws.

Formation committee worked through the Bylaws and staff has not made any other changes. A tally of comments have been recorded and saved by members of the Mental Health Directors Committee. The bylaws are a governing document approved by this body, with new members joining staff suggests to keep suggestions and comments, and change when membership is more static.

8.D. CMHSA Resolutions No. 09-01 Conflict of Interest Policy.

Staff indicates the resolution will need to be signed by the secretary.

Allan Rawland makes a motion to approve Resolution 09-01. Motion seconded by Mike Opredek. Motion passed unanimously.

CMHSA Resolution 09-01 is signed by President Allan Rawland.

8.E. CMHSA Resolution No. 09-02 Record Retention Policy.

Policy protects all members of the board.

Motion by Dr. Wayne Clark, Seconded by Denis Hunt. Motion passed unanimously.

8.F. CMHSA Calendar of Meetings

Calendar presented from July 2009 to June 2010. Staff indicates meetings can be done in person, telephonic, monthly, annual etc. Board discusses continuing the meetings on a monthly basis through September at which time October meeting may change. Following the past events the next Meeting would be on August 13th, 2009 and the following being on September 10, 2009.

Curtis Boewer motions to approve next meeting date of August 13, 2009 and the following being September 10, 2009. Denise Hunt seconded. Motion passed unanimously.

9. FINANCIAL MATTERS

9.A. Establishment of Bank Accounts and Bank Account Signature Procedures.

Staff suggests to the Board having at least five available signatories. Staff recommends three officers of the board and at least two staff. Staff indicates two staff are unable to sign alone.

Mike Oprende moved to approve five signatories and having three from the Board and two staff. Seconded by Allan Rawland. Motion passed unanimously.

9.B. CMHSA Expense Budget-July 1, 2009 to Jun 30, 2010.

The governing documents required the Board to adopt an annual budget and staff presented the draft budget. President points out notation on budget that the budget will change with growth in size as JPA. Curtis Boewer presents two questions, one being when the \$5000 requirement becomes \$7500 and the second question in regards to the billing and the contract to bill with CiMH. At this time there is no contract set up with George Hills in regards to billing. Staff responds that the \$5000 will continue until financial transactions take place at which for one year no matter the size of the JPA the monthly amount would be \$7500. At the end of the year the fees will then be re-evaluated. He suggests in regards to the second question regarding billing that George Hills can bill the JPA and the members can pay the JPA. President states for members to check with

Council's to see if that will be allowed and if not billing through CiMH may be the solution at least for the months of June and July.

Dr. Wayne Clark moved to approve CMHSA expense budget. Motion seconded by Curtis Boewer. Motion passed unanimously.

9.C. Domain Names Discussion.

A list of potential domain names was presented to the board members. Seven choices were presented; board members looked over and selected the first choice on the list being calmhsa.org. Twenty five dollars was the suggested cost annually for the site. Mike Opredek donated twenty five dollars towards the cost.

*Denise Hunt moved to approve domain name calmhsa.org, seconded by Allan Rawland. Motion passed unanimously. **(please see handout)***

10. NEW MEMBER OUTREACH/DEVELOPMENT

10.A. Approval of New Applicants-Moved up in the agenda to Item 5.

Shasta County was voted and accepted into the JPA. Membership application was given to John Chaquica with George Hills Company.

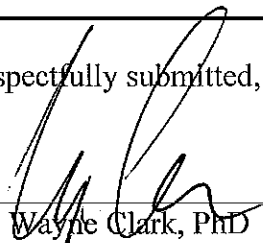
11. PROGRAMS

Nothing was discussed regarding Programs.

12. ADJOURNMENT

Meeting was adjourned at 4:37 p.m. by President, Allen Rawland.

Respectfully submitted,



Dr. Wayne Clark, PhD
Secretary, CMHSA



Date