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**Emily Q Settlement Team:  
TBS Accountability, Communications, and Training (TACT) Task Group**  
*DRAFT Meeting Notes – October 14, 2009; 1:00 – 3:00 PM*

In October 2008, two task groups were formed to create and monitor the development of an accountability structure and training and outreach strategy to implement the Court-approved Nine-Point Plan. In June 2009, the DMH merged the ASIS and TACT task groups to better manage resources due to the State's fiscal situation, loss of staff resources, and the recognition that both task groups were addressing integrated issues. –Sean Tracy, Chief DMH Office of Strategic Planning & Policy

**Attendance:** Sheila Baler (APS Healthcare), Bill Carter (CiMH), Lynn Farr (EMQ Families First), Betsy Fitzgerald (LA County by phone), Jeff Jamerson (representing Joe Ford, 5 Acres by phone), Mike Gorodezky (APS by phone), David Gray (Special Master Consultant), Catherine Hendon (DMH), Sulayman Konte (DMH), Steve Korosec (Special Master Consultant), Rita McCabe (DMH), Christopher Medrano (DMH), Kim Nguyen Pierce (LA County by phone), Jim Preis (Mental Health Advocacy Services, Inc.), Carol Sakai (DMH), Rick Saletta (Special Master), Saumitra SenGupta (APS Healthcare), Gail Shifsky (DMH), Nicette Short (CA Alliance for Child and Family Services), George Siler (Youth for Change, Butte County), Tom Sodergren (Casa Pacifica), Sean Tracy (DMH), Melinda Vaughn (AG's Office), Barbara Zweig (DMH).

#### **Action items**

- 1. DMH and CiMH are working to develop an “MHP Bulletin Board” that will develop out of the 10 Level II MHP training plan efforts.**
- 2. The Alliance will poll their provider members who serve the small counties to identify any issues they may be facing that would support development of the Nine Point Plan Small County Strategy.**
- 3. In Fall 2009, TACT will discuss the roll of Family/Youth (recruited by APS Healthcare) in the Nine Point Plan implementation process. A meeting is scheduled for Monday, September 28, 2009.**

#### **Welcome, Introductions, and Business Issues**

1. Review of Agenda
2. Beginning today, monthly TACT meetings will be rescheduled from 1-3 PM. The Settlement Team will meet on the same day, and join us for future TACT meetings.
3. The Special Master has not received any formal requests to consider TBS-equivalent services.
  - a. Some MHPs have indicated that they still plan to submit services for consideration.
  - b. The Special Master will continue to provide updates regarding these services.

#### **Discussion**

- 1. Tracks 2-3 Data Update**
  - a. DMH and APS will convene Tracks 2-3 data meetings over the next month to refine the Track 2 data dashboard and begin developing the Track 3 data graphs.
    - i. Attendees will consolidate and clarify Track 2 data graphs.

- ii. Attendees will plan for Track 3, focusing on the pre- and post-TBS data regarding inpatient hospitalizations.

## **2. TBS Documentation Manual 2.0**

- a. The Draft of version 2.0 that was distributed to the group for this meeting reflects many comments that were submitted via the [TBS@dmh.ca.gov](mailto:TBS@dmh.ca.gov) e-mail account. All comments were considered for inclusion in the final 2.0 version.
- b. TACT members agreed to the content presented; the only request for a change involves the TBS billing when the child is also a day treatment client. DMH will consult with internal subject matter experts and adjust the language accordingly.
- c. DMH will e-blast a notification when version 2.0 is posted to the internet.

## **3. Draft DMH Nine Point Plan Implementation Report (October 2009)**

- a. DMH reviewed the content of the report with the TACT and Settlement Team.
- b. The report is confidential until it is filed with the Court. DMH expects to file the final report on October 30, 2009.
- c. TACT members will receive a final copy after the report is made public.

## **4. TBS Training Opportunities**

- a. DMH, CiMH, and the 10 Level II MHPs meet monthly to discuss training and TBS questions.
  - i. CiMH will provide a monthly meeting summary to DMH and MHPs.
  - ii. Current items being discussed include an MHP Bulletin Board for sharing local TBS documents, and a webinar to assist MHPs with local decision-maker meetings.
- b. DMH and CiMH continue to work with Kern and Tulare counties to plan for their TBS training. The agenda includes:
  - i. Overview of TBS Nine Point Plan and related administrative changes
  - ii. Breakout Session I: Interagency Coordination
  - iii. Breakout Session II: TBS Services and Documentation
- c. Meeting materials are currently being developed by DMH and CiMH for local MHP and provider training.

## **5. Coordination of Care Manual Update**

- a. DMH recruited this group of leaders to develop a best practices training manual that would describe the needs of specific disciplines to serve children in the Emily Q class. This group was convened on August 25, 2009. From this meeting, DMH and CiMH developed the Coordination of Care Best Practices Manual.
- b. A follow-up meeting was held on September 29, 2009. The group was called upon to provide contact information for local partners. CiMH is contacting these professionals for interviews. This information will form the basis for the manual.
- c. CiMH anticipates a rough draft of the manual to be completed by late October/early November 2009.

## **6. Small County Strategy**

- a. DMH participated in a CMHDA small county coordination call on October 1, 2009.
- b. DMH invited the MHPs and CMHDA to help develop the small county strategy.

## **7. Agenda Preparation for November 2009 TACT meeting**

- a. Final DMH 2009 Annual Assessment of Nine Point Plan Implementation and MHP Performance
- b. Tracks 2 and 3 Data Dashboards

## 8. DMH Update

- a. The [September e-Newsletter](#) is now available online.
- b. DMH has also posted its [TBS/Emily Q presentation](#) made to the Alliance of Child and Family Services.
- c. [Model MHP local meeting reports and sample meeting announcements](#) are also available on the DMH TBS website.
- d. [Level I MHPs' Track 1 Data Dashboards](#) are now available.

**Adjourn**