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Emily Q Settlement Team:
Super TBS Accountability, Communications, and Training (TACT) Task Group
Meeting Notes – September 22, 2010; 10:00 AM – 12:00 NOON

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 TBS Nine-Point Plan. In June 2009, the California Department of Mental Health (CDMH) merged the Accountability Structure Implementation Strategy (ASIS) and Technical Assistance, Communications and Training (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. The new task group is known as "Super TACT." – Sean Tracy, Assistant Deputy Director, Community Services Division, DMH.

Attendance: Melinda Bird (Disability Rights, CA), Amber Burkan (CAYEN), Mimi Crevello (San Diego County by phone), Sarah Cuthbertson (Contra Costa County by phone), Betsy Fitzgerald (LA County by phone), David Gray (Special Master consultant), Alicia Griffin (DMH), Angela Hawley (San Diego County by phone), Julie Inderkum (DMH), David Jones (DMH), Don Kingdon (CMHDA), Steve Korosec (Special Master consultant), Rita McCabe (DMH), Vickie Mendoza (UACF by phone), Janet McKinley (DMH), Maria Montano (Tulare County by phone), Kathleen Carter Nishimura (DMH), Maria Pagador (Sacramento County by phone), Jim Preis (Mental Health Advocacy Services, Inc.), Mike Reiter (APS), Cindy Robbins-Roth (Parent/Family Advocate), Richard Saletta (Special Master), Saumitra SenGupta (APS), Nicette Short (Alliance by phone), Tom Sodergren (Casa Pacifica), Tom Thomazin (Riverside County by phone), Sean Tracy (DMH), Melinda Vaughn (DOJ), Roxanne Vincent (DMH), Stacey Wofford (CDE), Oscar Wright (UACF by phone), Barbara Zweig (DMH).

Action Items

1. **DMH and the Family and Youth Strategy Partners will schedule and coordinate a conference call for late October 2010.**
2. **DMH will distribute the Family and Youth survey to appropriate contact in each county.**
3. **DMH will add instructions for subscribing to the TBS e-subscription list and a link to the TBS inbox to the Family and Youth Strategy page on the DMH website.**

Welcome and Introductions

In addition to the regular SuperTACT members, all 27 Level II MHPs were invited to participate in the first hour of the meeting, in which the Family and Youth Strategy was presented and MHPs were given the opportunity to ask questions of DMH and strategy partners.

Discussion

1. **Level II MHP Roundtable Discussion with Strategy Partners: Family and Youth Strategy (Points 3, 6 & 8)**
 - a. DMH provided an overview of the Family and Youth Strategy and workgroup, which has been meeting regularly since February 2010. The strategy will focus on TBS, with the hope that it will become a mechanism to build models that will apply to other disciplines and settings.

- b. CMHDA has facilitated contact with its members and is in the process of receiving feedback regarding the strategy.
- c. CAYEN, in coordinating the youth aspect of the strategy, has been contacting youth and TBS coordinators and preparing to hold monthly calls with participating youth.
- d. Cindy Robbins-Roth (Parent Partner Representative) will be utilizing an existing email list of contacts to communicate the strategy and involve parents and advocates at the local level. She will also participate in monthly conference calls to outreach to family and youth. Cynthia was asked to explain the significance of family and youth involvement. Cynthia indicated that TBS can be effective, but the level of engagement by family and youth will be influenced by information and understanding. It is also important to get feedback on how services are being implemented and viewed by youth and family members. Cynthia also shared a power point presentation on how to be involved and how to participate locally.
- e. The Alliance recently held a conference with the Mental Health Committee, at which the TBS Coordination of Care Best Practices Manual and the Family and Youth Strategy were shared. They expect to have a list in the next few weeks of individuals who are interested in becoming involved with the strategy.
- f. UACF is in the process of contacting all 58 counties to identify parent representatives, as well as working with CAYEN to strengthen the existing youth network and disseminate information on TBS.
- g. DMH will work with strategy partners to schedule the first conference call in October 2010. DMH will also collaborate with strategy partners to develop an agenda and necessary meeting materials for the call.
- h. DMH will maintain the Family and Youth Strategy page on the TBS website and include a link to the TBS email address on the page. DMH's goal to increase communication to TBS stakeholders.
- i. Survey will go out to MHP contacts and possibly TBS coordinators. Survey should be able to gather updated information on TBS contacts. There is encouragement to subscribe to the TBS inbox. Survey will also solicit participation in the monthly conference call for the 27 Level II counties.
- j. DMH will be posting on the DMH website the stakeholder and decision maker meeting notes.

2. DMH Update

- a. Pending approval of a state budget, all DMH sponsored trainings are on hold. However, DMH has been working with its contractors and MHPs to develop concepts and designs for several trainings, which will be scheduled as soon as the state budget is passed.
- b. DMH is preparing for the transition as a new Administration will take office in January 2011. The focus will be to have sustainable and experienced DMH staff to carry forth the TBS/Emily Q Nine Point Plan efforts.

3. DMH Information Notice: Exit Strategy Certification Criteria

- a. DMH expects an Information Notice to be released at the end of the week and will host a conference call with counties once released. Per the Information Notice, counties will be given one month to submit their criteria checklist to DMH. DMH is asking level I and II counties to fill out the survey on how they are doing regarding the 4% trajectory.
- b. Special Master indicated that it is understood that counties may need to redirect existing dollars to TBS. CMHDA is concerned with how this will be communicated to the counties.

4. TBS Equivalency Update

- a. Approximately ten counties have contacted the Special Master regarding equivalency services:
 - I. San Diego has been reviewed and has received the 4%
 - II. San Francisco County is scheduled for equivalency review on 9/27-9/28/10
 - III. L.A. County is scheduled for equivalency review on 10/5-10/6/10
 - IV. 10/25-10/26/10 Marin is scheduled for review
 - V. 11/8-11/9/10 Kern County is scheduled for review
 - VI. Other counties that have contacted the Special Master, but do not have a formal visit scheduled as of yet include Merced, Santa Cruz and Orange.
- b. Nicette Short from the Alliance asked that we be clear with counties that this equivalency review is not an EPSDT audit.
- c. Betsy from L.A. County advised that they developed a letter to providers that explains the visit and has gotten good results.

5. Small County Strategy Update

Napa County Mental Health Director Jaye Vanderhurst joined the Settlement Team via telephone to share a small county update.

6. Training Manuals Update

- a. The TBS Coordination of Care Best Practices Manual was open for review during July and August. Comments and feedback were shared with the SuperTACT and Statewide Coordination of Care Team. DMH is working with CiMH on minor revisions to the manual and will release Version 2.0 within the next few weeks.
- b. Nicette Short will submit to DMH a paragraph for the Coordination of Care Best Practices Manual summarizing positive feedback that has been received from the field.
- c. The TBS Documentation Manual is currently open for review and comment through the end of September. All feedback will be compiled by DMH and recommendations for action will be presented to SuperTACT in October.
- d. DMH has received very few comments to the TBS inbox about the TBS Documentation Manual, Version 1.0. DMH will review and provide recommendations about any changes to the Emily Q Settlement Team in October 2010.
- e. The field review of the TBS Documentation Manual; and the Coordination of Care Best Practices will be operationalized by DMH into an annual review during June - September.

7. Additional Items

- a. DMH is looking at the development of training modules for youth and family to be led by core partners.
- b. DMH will review the EPSDT PIP for TBS utilization data.

8. Closing Business

- a. Parent Partner Cindy Robbins-Roth recently attended a Stakeholder meeting in San Mateo County where those in attendance expressed a need for parent support groups.
- b. Casa Pacifica (Tom Sodergren) is working with CiMH to develop training materials for the San Diego County TBS training. The training will focus on behavioral interventions and role playing. Casa Pacifica advised that they need clearance from DMH.
- c. Parent Partner Cindy Robbins-Roth will be attending training by Betsy in L.A. on 10/18/10.
- d. Betsy from L.A. has reserved 10 slots for the TACT team if they want to attend the training as well.
- e. Nicette Short from the Alliance would like get a copy of the training materials to share with the field and her Members. DMH noticed that all training materials are on the DMH TBS website.

8. Adjourn