

CBHPC Executive Committee Meeting

April 17, 2024

Committee Members Present:

Karen Baylor *
Erika Cristo*
Ian Kemmer
Barbara Mitchell
Noel O'Neill
Daphne Shaw

Walter Shwe
Deborah Starkey
Arden Tucker
Tony Vartan
Susan Wilson

*=Remote Attendance

Committee Members Absent: Monica Caffey, Javier Moreno, Vandana Pant, Mike Phillips, and Uma Zykovsky.

Staff Present: Jenny Bayardo, Naomi Ramirez

Welcome and Introductions

Chairperson Deborah Starkey called the meeting to order, welcoming Council Members. Attendees introduced themselves. A quorum was established with 11 of 16 members.

Approval of the January 2024, Executive Committee Meeting Minutes (Action)

Chairperson Elect Tony Vartan asked if committee members had any changes to the minutes. With no changes requested, Tony Vartan moved to record minutes as accepted. Minutes accepted as written.

Council Membership Update

Naomi Ramirez, Chief of Operations, provided an update on Council member appointment and recruitment efforts. As of the meeting, there is one "Parent of a Child with Severe Emotional Disturbance" and one "Direct Consumer" vacancy. All state representative vacancies are filled. Naomi stated council staff have been actively recruiting applicants at events that target parents of children with behavioral health needs as well as events for persons with lived experience of serious mental illness. In addition, Chair Mara Madrigal-Weiss of the Mental Health Services Oversight and Accountability Commission assisted Naomi Ramirez in filling the Department of Education vacancy which has been vacant since March 2020.

Chair-Elect Tony Vartan asked if any Council Members or potential applicants are under the age of twenty-five. He went on to explain that with the passage of Proposition 1 the mental health advisory boards are required to have one member who is under 25 years

of age and it would be good to replicate that representation. Naomi Ramirez stated that we do not currently have a member under 25 due to a recent vacancy. CBHPC staff are working with the California Youth Empowerment Network and the California Alliance of Child and Family Services to recruit for our remaining vacancies in hopes of attracting youth applicants. Naomi asked for recommendations from the committee members of other organizations to partner with on our recruitment efforts. Tony Vartan suggested that CBHPC staff work with the counties to reach out to the transitional-age youth programs statewide. Susan Wilson noted the Council will have a presence at the California Mental Health Advocates for Children and Youth (CMHACY) conference and can hand out flyers at the conference.

Expenditure Reports & Allotment Updates

Naomi Ramirez reviewed the budget information provided in the April meeting packet. Naomi pointed out that the legal fees spent were not accounted for when the allotments for the current year were set. In addition, travel expenses have increased due to inflation of hotel prices and increased per diem rates. CBHPC is reducing spending in other areas to account for the increase in these areas to stay within the funds allotted. Naomi Ramirez then referenced the Budget Letter enclosed in the packet which impacts expenditure decisions for the rest of this year. For example, attendance at conferences for the rest of the year is limited to hosting exhibit tables and presenting. Naomi reported that we secured approval for a contract to develop a report on data collected through the data notebook over several years. Susan Wilson thanked Naomi for the work involved in securing this contract. Daphne Shaw asked for details about the legal fees in September. Naomi shared that the charge was for consultation on changes to Bagley-Keene Open Meeting Act which informed our decisions on the attendance policy and guidance on our application. Tony Vartan asked what is included in the departmental services overhead.

RDW Questions for Presenters

Executive Officer, Jenny Bayardo, presented the questions the Reducing Disparities Workgroup created for CBHPC staff and chairpersons to use when securing presenters.

- 1) How does your organization guard against unconscious bias in administering your program? Please provide your mission statement in your presentation.
- 2) What is the demographic data of the individuals you serve? Please compare that to similar data in your community. What is the demographic data of your staff?
- 3) How is your program designed to reduce structural or systematic racial and cultural disparities?
 - *Give presenter examples of systemic inequity and inequalities.
 - *Include language about interpreters and language translation.

The Executive Officers would like the committee chairs to start using these questions when inviting presenters to quarterly meetings. The topic was opened up for committee questions and discussion.

Barbara Mitchell asked how much time these questions would take to address. She went on to share that potentially this could take the entire presentation time in some cases. Barbara also stated that a definition of unconscious bias should be included if these questions are asked.

Susan Wilson and Arden Tucker, members of the workgroup, shared some key points that address the intent of the questions which include:

- Questions would be embedded in the presentation.
- They build awareness for speakers that this information is important to us.
- Presenters would address inequities in their work.
- Foster respect and encourage respectful language.

Council Member discussion resulted in a few recommendations.

- Barbara Mitchell: Provide specific instructions for speakers on what they are required to do.
- Tony Vartan: Ask speakers in advance to respond to the questions in writing and include them in meeting packets along with their bio.
- Daphne Shaw: Supported Tony's recommendation as some committees are already pressed for time.
- Tony Vartan: Provide written guidance on our standards for language.

Appointment Categories Discussion

Deborah Starkey, Chairperson of the Council, stated that the Council would like to consider changing the name of the "Direct Consumer" appointment category and asked Jenny Bayardo to provide more background information to the committee. Jenny Bayardo shared that a vote is not required for this change as it is something that falls under the general operations however, input from the Executive Committee is desired. Jenny Bayardo stated that some of the newer Council Members and members of the public have shared that the term "Direct Consumer" does not fully represent who they are as individuals, does not honor their experience, and is dated. Council leadership decided to address this by first coming to the Executive Committee for input. Jenny directed members to their packets with the references in public law and state statutes about the Council Membership confirming the term "Direct Consumer" is not specifically mandated. Naomi Ramirez then shared terms other state planning councils use to describe their members some examples were peers, individuals with lived experience, adults with Serious Mental Illness, and adults recovering from substance use disorder.

The committee engaged in a discussion about the appointment categories. Some key points of discussion and decision include:

- Our Council specifies that consumer members should have experience with the Public Mental Health System, but others do not and that is not spelled out in the codes referenced.
- The Council should consider broadening who is on the Council as most kids are not in the public mental health system because they have insurance and people served under Covered CA are not served by the public system.
- Individuals in recovery from substance use disorder (SUD) may not have been served by the public system as SUD was not a reimbursable Medi-Cal benefit until recently.
- The Council should also look at the “Consumer Related Advocate” category as Consumer is an old word.
- One Consumer member stated they “liked” the term consumer as it is easy to say and describes their role well.
- One Consumer member stated they like the term “Person with Lived Experience” and many other people in this role prefer this term.
- Other states use “advocate” for their appointment category which is the same as our “Consumer-Related Advocate”.
- Many members agreed the “Consumer-Related Advocate” also needs to be changed.

Council Priorities Updated Documents Review

Chair-Elect Tony Vartan stated the purpose of this agenda item is to review and discuss the updated council priorities document which highlights the Council's roles, responsibilities, and mandates. Chair-Elect Vartan reminded the committee that in 2018 the Council created the initial priorities document when evaluating their work of the Council and determining the priorities, which resulted in our current committees. In October of 2023, the Council reviewed the priorities document and provided feedback.

Executive Officer Jenny Bayardo then walked the committee through the proposed documents. A simple update of the existing priorities document was not possible due to the many changes in committee work since 2018. The document is now two pages long and also includes the Council's mandates from the Public Law and Welfare and Institutions code. There is a high-level priorities document and a second more detailed document that crosswalks the work of each committee with the Council's mandate.

Tony Vartan stated the document is great, and suggested we keep this front and center at each committee meeting. Staff should lift from the detailed crosswalk the section for their committee that shows the codes linking to their work. Susan Wilson agreed. Walter Shwe suggested putting the section requested on the agenda so the members of the public can see it also.

Barbara Mitchell asked for some clarification on the original priorities document. Jenny Bayardo stated that the old document would be retired, as it has served its purpose and

the two proposed priorities document will replace it. The documents will be updated on an ongoing basis as committees update their charters.

Susan Wilson asked that we find a way to include stakeholder engagement and public forums somehow. A suggestion was made to take the last two hours of our Council Meetings and do a public forum so we can get back to educating the public and getting stakeholder feedback. Arden Tucker noted that several people from the public were not our regular attendees and Naomi Ramirez noted the event reached 40-plus people on Facebook.

Tony Vartan suggested we distribute this priorities document to all Council Members and include it in new member orientation. In addition, he suggested we have Council Members identify their committee interests and make sure committees are evenly distributed. This can help us reconfigure our meeting dates and allow for the full Friday for the Public Forum. This is a good opportunity to reorganize and make good use of time. Susan stated more time for public forums would be good. Barbara Mitchell expressed concern about Fridays for public forums as it is not a good travel day.

Walter Shwe suggested the final priorities document should be included in the General Session packet for every meeting. The committee agreed.

Public Comment

Theresa Comstock of the CA Association of Local Mental Health Boards stated that Friday's public forums would work well for her members.

Stacie Daglish shared that the Reducing Disparities Workgroup started because of the term racism and that the main issue is a black issue. She also stated that the Senate Bill 43 Public Forum was excellent, and she shared it with her mental health board.

Steve Leoni, Council Member, commented on the term consumer as he sees that as someone who uses a product. He likes the addition of the word advocate to the consumer. He also suggested the term "lived experience consumer advocate" to replace consumer-related advocate. Steve praised the work on the priorities document and asked for a larger font size. He then expressed concern with giving up Council time on Friday and suggested doing the forum on Tuesday.

CBHPC Mentorship Program

Executive Officer Jenny Bayardo and Chief of Operations Naomi Ramirez introduced the draft Mentor Guide. The Council recently filled the many vacancies that existed for several years resulting in numerous new mentorship relationships. In some cases, Council Members have been asked to mentor for the first time. To provide guidance and standardization of the process, a draft guide was developed. Committee members were encouraged to send comments or additions to Jenny Bayardo or Naomi Ramirez.

Report from CA Coalition for Mental Health

Daphne Shaw reported that the coalition met in March. The coalition reviewed its written response to Proposition 1. Members shared their legislative agendas. The next meeting is in June, potentially in San Diego. Theresa added the coalition changed its name to California Coalition on Behavioral Health.

Report from CA Association of Local Mental Health Boards (CALBHB/C)

Executive Director, Theresa Comstock, reported that the CALBHB/C continues to meet after the Council each quarter. They also meet in the superior region in August. Due to Proposition 1, there are changes in the composition of the commissions, they all change to behavioral health boards, and they will include substance use disorder. They must have someone with lived experience of SUD, someone under 25 years of age, and a member of the education board. She shared the agenda for the meeting happening on Friday of the same week.

Updated Transparency Statement Approval

The Chief of Operations, Naomi Ramirez, presented the updated transparency statement to the committee. The updated statement includes the edit requested at the January meeting as well as recently reported employment changes for council members. The updated Transparency Statement was accepted without any requested changes.

Wrap-Up and Plan for Next Meeting

The next meeting is on June 19, 2024, in Lake Arrowhead, California.

Adjourn

The meeting was adjourned at 10:16 a.m.