

California Behavioral Health Planning Council

Performance Outcomes Committee Agenda

Tuesday, October 15, 2024

Embassy Suites by Hilton Milpitas Silicon Valley

901 East Calaveras Boulevard

Milpitas, CA 95035

Cedar/Pine Room

[Zoom Meeting Link](#)

Call-in #: (669)900-6833

Meeting ID: 815 1755 8044

Passcode: 765083

2:00 pm to 5:00 pm

- | | | |
|----------------|---|--------------|
| 2:00 pm | Welcome, Introductions, and Housekeeping
<i>Noel O’Neill, Chair-elect</i> | |
| 2:05 pm | Review June and August 2024 Meeting Minutes
<i>Noel O’Neill, Chair-Elect</i> | Tab 1 |
| 2:10 pm | Data Notebook Updates
<i>Noel O’Neill, Linda Dickerson, and Justin Boese</i> | Tab 2 |
| 2:20 pm | Public Comment | |
| 2:25 pm | Data Notebook “Part I” Analysis
<i>Noel O’Neill, Chair-Elect, and Samantha Spangler, Behavioral Health Data Project</i> | Tab 3 |
| 2:55 pm | Public Comment | |
| 3:00 pm | Break | |
| 3:10 pm | Committee Workplan Implementation Planning
<i>Noel O’Neill, and All</i> | Tab 4 |
| 3:45 pm | Public Comment | |
| 3:50 pm | Break | |
| 4:00 pm | Data Notebook 2025 Planning and Topic Selection
<i>Noel O’Neill, Linda Dickerson and All</i> | Tab 5 |
| 4:40 pm | Public Comment | |
| 4:45 pm | Nominate Chair-Elect for 2025
(Action Item)
<i>Noel O’Neill, and All</i> | Tab 6 |

If reasonable accommodations are required, please contact the Council at (916) 701-8211, not less than 5 working days prior to the meeting date.

4:50 pm **Next Steps and Planning for Future Activities**

Noel O’Neill, and All

5:00 pm **Adjourn**

The scheduled times on the agenda are estimates and subject to change.

Public Comment: Limited to a 2-minute maximum to ensure all are heard

Performance Outcome Committee Members

Chairperson: Susan Morris Wilson

Chair-Elect: Noel O’Neill

Members:

Karen Baylor

Erin Franco

Steve Leoni

Catherine Moore

Uma Zykofsky

Don Morrison

Invited External Partners

Theresa Comstock, CA Association of Local Behavioral Health Boards/Commissions

Samantha Spangler, Behavioral Health Data Project

Council Staff

Justin Boese

Linda Dickerson

**California Behavioral Health Planning Council
Performance Outcomes Committee
Tuesday, October 15, 2024**

Agenda Item: Review June and August 2024 Meeting Minutes

Enclosures: June and August 2024 Draft Meeting Minutes

Background/Description:

Committee members will review the draft meeting minutes for June and August 2024 and have the opportunity to request edits to the documents.

California Behavioral Health Planning Council
Performance Outcomes Committee
June 18, 2024

Meeting Minutes

Committee Members Present:

Susan Wilson, Chairperson
Erin Franco
Catherine Moore
Uma Zykofsky

Noel O’Neill, Chair-Elect
Steve Leoni
Don Morrison
Karen Baylor

Invited External Partners Present:

Theresa Comstock, CA Association of Local Behavioral Health Boards/Commissions
Samantha Spangler, Behavioral Health Data Project

Staff Present:

Justin Boese
Jenny Bayardo

Linda Dickerson
Naomi Ramirez

Item #1: Welcome and Introductions

The committee meeting began at 1:00pm.

Noel O’Neill welcomed all committee members and guests. A quorum was established with 8 out of 8 members.

Item #2: Review Meeting Minutes

The Committee reviewed the meeting minutes for April 2024. No edits to the minutes were requested.

Item #3: Data Contract for Data Notebook “Part I” Analysis

Susan Wilson informed the committee that the Planning Council had finalized a contract with Samantha Spangler (Behavioral Health Data Project) to analyze the data collected in Part I of the Data Notebook. This data was collected from 2019-2023 using standardized questions in the Data Notebook survey to measure and track potential trends in the behavioral health system affecting vulnerable populations. Between now and May 30, 2025, Samantha will be organizing and analyzing this information to identify what trends, if any, can be found in the data.

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Meeting Minutes

Samantha Spangler went over the scope of work for the contract. Samantha said that the first step was to organize the entirety of the data and analyze how complete it is which will allow her to determine what can be done with the data. Samantha will put together an initial analysis plan that will be shared with the committee for feedback. Then she will go forward with the analysis itself and develop a final report on the data. This report will include recommendations on how the Planning Council can utilize the data included in the report. Susan and Samantha will provide updates to the committee as this work progresses.

Item #4: Committee Charter and Workplan Review

Noel O’Neil led the committee in a review of the charter and workplan. He stated that the committee leadership would like for the members to entertain the possibility of changing the name of the committee sometime in the future. Noel then went through the charter and workplan drafts and discussed edits to both documents with the committee.

Some of the proposed changes to the charter include:

- Removing “Behavioral Health Concepts – CalEQRO” from the list of partner organizations.
- Adding “organize forums for the Council that are authorized by the Officer Team or the Executive Committee for the education and engagement of stakeholders” to the committee roles and responsibilities.
- Adding “learn from literature and guest speakers about behavioral health data and study the ways this data can measure the effectiveness of the Public BH System” to the committee roles and responsibilities.

Some of the proposed changes to the workplan include to:

- Reword the objective of Goal 1 for clarification.
- Add an activity to Goal 1 to consider a way to market the valuable information the committee generates to increase stakeholder awareness.
- Review and revise Goal 2 to align with the duties of the Planning Council and Performance Outcomes Committee required in the Behavioral Health Services Act.
- Add a goal (Goal 4) showcasing effective and successful programs that features the guiding principles of the Planning Council.

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Noel proposed that the committee continue the revision of the workplan during the October meeting.

Item #5: Development of Recommendations for the 2023 Data Notebook on Stakeholder Engagement

Susan Wilson introduced the next agenda item, which was the development of recommendations for the 2023 Data Notebook on Stakeholder Engagement. Linda Dickerson provided an overview of preliminary data analysis for the 2023 Data Notebook for the committee members.

Linda reported that there were 52 completed data notebook surveys received, representing 51 counties and 1 non-county region (the Tri-City Mental Health Board in Los Angeles County). Of the participating counties, 26 were small population counties, 12 were medium-sized counties, and 13 were large population counties. This covered a large majority of total California counties, and 91.2% of the population of California in 2023.

Linda discussed the results of the survey, which included each question on the survey and the responses received. Some of the questions included were the frequency of stakeholder engagement meetings and events, the processes that stakeholder input is collected and communicated to the behavioral health director, and questions about the Community Program Planning (CPP) process. Linda provided context for the responses to each question, as well as comments on the limitations and challenges that will affect the analysis of certain survey items. The committee members discussed the survey results as she went, asked clarifying questions, and shared their impressions on the data.

Due to time constraints, the presentation and discussion were not completed. The committee agreed to have an interim meeting before the October quarterly meeting to finish the development of recommendations for the 2023 Data Notebook.

Item #6: Data Notebook 2024 Development

The committee worked on the development of the 2024 Data Notebook on Homelessness. Noel O'Neill and Susan Wilson provided initial comments on the current draft of the 2024 Data Notebook survey questions and background information. Noel

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June 18, 2024
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reminded the committee that the standardized questions from the 2019-2023 Data Notebooks, previously referred to as “Part I”, would not be included in the 2024 survey or subsequent surveys. He said the goal is to make the Data Notebook shorter and more user-friendly. Susan added that she felt this was an important step forward for the Data Notebook. They both noted that in addition to the questions on homelessness, there are several questions at the end of the survey that ask the county behavioral health boards about what performance indicators they are collecting, and what topics they would be interesting in seeing future Data Notebooks focus on.

Noel then led the committee on a review of the survey questions, with time for committee members to share their input and feedback on each item. Proposed edits were agreed upon to cut several questions and revise several others. All members were encouraged to submit further feedback to Susan, Noel, and Justin Boese.

Item #7: Next Steps and Planning for Future Activities

Susan Wilson, Noel O’Neill and the committee members identified next steps and agenda items for the October 2024 meeting. These next steps included:

- An interim meeting before October to finish the development of the recommendations for the 2023 Data Notebook. This meeting will also provide a chance for committee members to give feedback on Samantha Spangler’s analysis plan for the “Part I” data.
- Finalizing the 2024 Data Notebook on Homelessness.
- Finishing revisions to the committee charter and workplan.
- Discussion of future public forum / stakeholder engagement events.
- Brainstorming ideas for identifying successful programs to highlight.

The meeting adjourned at 3:30pm.

California Behavioral Health Planning Council
Performance Outcomes Committee
August 9, 2024
Meeting Minutes

Committee Members Present:

Susan Wilson, Chairperson	Noel O’Neill, Chair-Elect
Erin Franco	Steve Leoni
Catherine Moore	Don Morrison
Uma Zykofsky	Karen Baylor

Invited External Partners Present:

Theresa Comstock, CA Association of Local Behavioral Health Boards/Commissions
Samantha Spangler, Behavioral Health Data Project

Staff Present:

Justin Boese	Linda Dickerson
Jenny Bayardo	Naomi Ramirez

Item #1: Welcome, Introductions and Housekeeping

The committee meeting began at 2:00pm.

Susan Wilson welcomed all committee members and guests. A quorum was established with 8 out of 8 members.

Item #2: Review Final Draft of the 2024 Data Notebook (Homelessness in the Public Behavioral Health System)

Justin Boese reviewed the updated draft of the 2024 Data Notebook document with the committee, which included edits based on feedback from the October Quarterly Meeting. Some final edits were suggested to correct typos and clarify language. Theresa Comstock suggested using the term “individuals experiencing homelessness” instead of “homeless people,” as well as other small edits. Susan Wilson said that these edits would be final, and the 2024 Data Notebook would be prepared for distribution after they are completed.

Steve Leoni made a request to add in a question from the “Part I” questions previously used in the Data Notebook from 2019-2023, regarding changes made to programs and services for individuals experiencing homelessness at the county level. Noel O’Neill responded by saying that the goal with the new Data Notebook format was to add

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additional topics year by year, while including questions from previous topics. For example, the 2025 Data Notebook will include a new topic of focus but will retain some questions about homelessness, providing an opportunity to revisit this survey question when there is more information to work off of.

Erin Franco asked why there wasn't a qualitative element in the 2024 Data Notebook to provide counties with a way to share their input and experiences. Susan Wilson answered that the committee has included qualitative questions in previous data notebooks, and they have been challenging to analyze. The results of some of those questions will be covered in Samantha Spangler's analysis of the "Part I" questions collected from 2019-2023. Susan also said that while this data notebook was designed to be a more quantitative, the committee may include qualitative elements in future data notebooks.

Item #3: Committee Charter and Workplan Review (Action Item)

Noel O'Neill walked the committee through new edits to the updated committee workplan document based on the discussion at the October quarterly meeting. This included some changes to existing goals and objectives, as well as the addition of a new goal (Goal 4) to showcase effective programs. Noel made a motion to accept the workplan as presented, which was seconded by Catherine Moore. The committee then discussed the motion. Karen Baylor and Uma Zykofsky proposed several edits to clarify language in the workplan.

Steve Leoni suggested adding an item to the workplan to advocate for an investment in updating data collection systems in California to better evaluate the behavioral health system and increase efficiency in the delivery of health care services. Steve said that he understands that the committee's capacity to act on this topic might be limited, but he encouraged the committee to include it in the workplan as a starting place. Susan Wilson suggested adding a recommendation based on Steve's comments to the 2023 Data Notebook report. Catherine Moore proposed adding a simplified goal (Goal 5) to the workplan to encompass Steve's request.

Noel said that he agreed with all of the edits proposed, including adding a fifth goal regarding investment in updating data systems. The committee then voted on the amended motion.

Action Item: Noel made a motion for the committee to accept the charter and workplan documents with the proposed edits. Catherine Moore seconded the motion. The motion

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Performance Outcomes Committee
August 9, 2024
Meeting Minutes

passed.

Item #4: Development of Recommendations for the 2023 Data Notebook on Stakeholder Engagement

Susan Wilson led a discussion on the development of recommendation for the 2023 Data Notebook on Stakeholder Engagement. Committee members discussed their suggestions for recommendations to include in the overview report. Some of the recommendations proposed were:

- Developing guidance for addressing the gap in the engagement of stakeholders who are hard of hearing.
- Promoting broad level engagement strategies for counties
- Encouraging counties to find new partners and trusted community members to connect with stakeholders.
- Recommending both virtual and physical engagement activities to reach diverse communities.
- Having the MHSA coordinator for every county provide trainings based on the 10 best practices for stakeholder engagement identified in the overview report
- Encouraging that client voices are at the center of focus when interpreting stakeholder input and making decisions.

Susan Wilson thanked the committee members for their input and asked that any further recommendations be shared via email.

Item #4: Next Steps and Planning for Future Activities

Susan Wilson, Noel O'Neill and the committee members identified next steps and agenda items for the October 2024 meeting. These next steps included:

- Updates on the 2023 Data Notebook Overview Report
- Distribution of the 2024 Data Notebook survey to the boards/commissions
- Revision of the workplan based on final edits, and planning for the implementation of the workplan
- An update from Samantha Spangler on the "Part I" analysis
- Discussion regarding stakeholder engagement and the BHSA

The meeting adjourned at 4:00pm.

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**California Behavioral Health Planning Council
Performance Outcomes Committee
Tuesday, October 15, 2024**

Agenda Item: Data Notebook Updates

Enclosures: 2023 Data Notebook Overview Report (for a copy of this document please contact Justin Boese at Justin.Boese@cbhpc.dhcs.ca.gov)

How This Agenda Item Relates to Council Mission

To review, evaluate and advocate for an accessible and effective behavioral health system.

This agenda item provides an update for committee members on the 2023 Data Notebook on Stakeholder Engagement and the 2024 Data Notebook on Homelessness.

Background/Description:

Each year the Council releases a Data Notebook to the local mental/behavioral health boards and commissions to complete with their perspectives on focused areas of the system.

Noel O'Neill, Linda Dickerson, and Justin Boese will provide updates on the 2023 Data Notebook on Stakeholder Engagement and the 2024 Data Notebook on Homelessness. Updates will include the development of the 2023 Data Notebook Overview Report and the status of the 2024 Data Notebook online survey.

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Performance Outcomes Committee
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Agenda Item: Data Contract for Data Notebook “Part I” Analysis

Enclosure: Data Notebook Part I: Data Quality Summary Presentation (for a copy of this document please contact Justin Boese at Justin.Boese@cbhpc.dhcs.ca.gov)

How This Agenda Item Relates to Council Mission

To review, evaluate and advocate for an accessible and effective behavioral health system.

This agenda item is related to the evaluation of the behavioral health system through the Data Notebook project.

Background/Description:

Each year the Council releases a Data Notebook to the local mental/behavioral health boards and commissions to complete with their perspectives on focused areas of the system. From 2019 to 2023, the committee designed a section of the survey (designated as “Part I”) with standard questions to track potential trends in the behavioral health system affecting vulnerable populations. This included foster youth, homeless individuals, and those with serious mental illness (SMI) who need housing in adult residential facilities (ARFs) and some other settings.

The Council executed a contract with Samantha Spangler of the Behavioral Health Data Project in May 2024 to analyze the Part I data collected from 2019-2023. Samantha Spangler will present to the committee with a data quality summary and discussion of next steps for the project.

**California Behavioral Health Planning Council
Performance Outcomes Committee
Tuesday, October 15, 2024**

Agenda Item: Committee Workplan Implementation Planning

Enclosures:

- Performance Outcomes Committee 2025 Workplan
- Vision for 2025 Performance Outcomes Committee

How This Agenda Item Relates to Council Mission

To review, evaluate and advocate for an accessible and effective behavioral health system.

This agenda item provides committee members the opportunity to review and discuss the workplan to plan committee activities that are aligned with the Council's mission and vision.

Background/Description:

The purpose of the committee work plan is to establish the objectives and goals of the Performance Outcomes Committee, as well as to map out the necessary tasks to accomplish those goals. The 5 goals for the 2025 Performance Outcomes Committee workplan are:

1. Collect County-Specific Data to Evaluate the Public Behavioral Health System
2. Review and Approve Performance Outcomes Measures for the Public Behavioral Health System.
3. Facilitate Regular Stakeholder Engagement on behalf of the Planning Council.
4. Showcase effective programs that feature the guiding principles of the committee and the Planning Council that are successful in assisting consumers in their recovery.
5. Advocate for investment in updated data systems to facilitate evaluation of the public behavioral health system.

Committee members will engage in discussion and strategic planning to implement the 2025 workplan and achieve the goals identified by the committee.

**California Behavioral Health Planning Council
Performance Outcomes Committee
Work Plan 2025**

GOAL 1

Collect County-Specific Data to Evaluate the Public Behavioral Health System

Objective:

Identify Strategies to improve engagement with behavioral health boards to better utilize the data collected.

Target Audience: County Behavioral Health Boards/Commissions

Activities:

- Develop topic-specific questions for the annual Data Notebook project.
- Discuss and select a topic for the Data Notebook on an annual basis.
- Develop survey questions and background information for the Data Notebook survey, based on the topic selected.
- Distribute the annual Data Notebook survey and collect responses.
- Analyze the collected survey response and develop recommendations.
- Publish the Data Notebook Overview Report and Executive Summary.
- Consider ways to market the valuable information the committee generates so stakeholders are aware of how the Public BH System is providing service.

Timeline: Annual, Ongoing

Deliverables:

- 2023 (Stakeholder Engagement) Data Notebook Overview Report
- 2024 (Homelessness in the Public Behavioral Health System) Data Notebook Survey and Overview Report
- 2025 (Topic to be determined) Data Notebook Survey

GOAL 2

Review and Approve Performance Outcomes Measures for the Public Behavioral Health System

Objective: Identify key performance outcomes measures/indicators to be used in the evaluation of the public behavioral health system.

**California Behavioral Health Planning Council
Performance Outcomes Committee
Work Plan 2025**

Target Audience: Department of Health Care Services (DHCS), State Legislature, Counties

Activities:

- Identify constituents and collect input on performance outcomes indicators.
- Ask counties what outcomes/indicators they currently collect, and which they are most invested in.
- Identify available data resources that correlate to existing performance indicators and compile into a document for committee review and discussion.
- Explore options to present the committee’s findings to stakeholders in engaging and accessible ways.

Timeline: To be determined

Deliverables: To be determined

GOAL 3

**Facilitate Regular Stakeholder Engagement on Behalf of the
Planning Council**

Objective: Assist in the planning and facilitation of stakeholder engagement events, such as public forums, particularly as related to data requirements and other changes resulting from Behavioral Health Transformation.

Target Audience: Department of Health Care Services (DHCS), California Health and Human Services Agency (HHS), State Legislature, and all stakeholders.

Activities:

- Identify important and timely topics to engage public stakeholders, particularly as referenced in the Behavioral Health Transformation.
- Work with the Executive Committee to plan stakeholder engagement events on identified topics.
- Invite key speakers/panelists to participate in events.
- Help facilitate panel discussions, public forums, and other event activities.
- Report out to Planning Council after events to share stakeholder input.

Timeline: To be determined

Deliverables: Provide event summaries that include stakeholder comments and brief the Planning Council on updates to data dashboards required by Behavioral Health Transformation.

**California Behavioral Health Planning Council
Performance Outcomes Committee
Work Plan 2025**

GOAL 4

Showcase effective programs that feature the guiding principles of the committee and the Planning Council that are successful in assisting consumers in their recovery

Objective: To comply with WIC 5772 C-4, identify and highlight innovative and exciting programs that are addressing and promoting the values noted in the committee’s charter.

Target Audience: Department of Health Care Services (DHCS), California Health and Human Services Agency (HHS), and State Legislature and County Agencies and Boards and commissions and other stakeholders.

Activities:

1. Identify responses from the Data Notebook that highlight programs that meet this goal.
2. Gather recommendations from other Planning Council committees for innovative programs counties are utilizing to serve consumers.
3. Visit programs to meet with consumers, providers and other stakeholders to learn what efforts are being made to better serve consumers.
4. Generate a brief report of featured programs to highlight, without endorsing particular programs.

Timeline: To be determined

Deliverables: Reports highlighting innovative programs and practices from around the state.

GOAL 5

Advocate for investment in updated data systems to facilitate evaluation of the public behavioral health system

Objective: To be determined.

Target Audience: To be determined.

Activities: To be determined.

Vision for 2025 Performance Outcomes Committee

Based upon the Adopted Workplan with five goals.

The Performance Outcomes Committee has chosen five important goals. Since the committee only formally meets four times a year, and we have only 10 members, if we hope to accomplish any forward movement in the coming year, organizing our efforts will be critical. To that end, Your Chair and Chair Elect are putting forward the following strategies.

1. We believe we need 2 subcommittees to focus on two of the goals stated in our work plan, and the other three goals we will work on as a full committee.
2. Committee members will be asked to look at the two sub-committees and chose at least one to participate if the member feels inspired. Most likely, the subcommittees will be meeting in an “in between” meeting outside our regularly scheduled quarterly meetings, and as they are ad hoc meetings, would not require Brown Act rules. Committee members will only need to commit to subcommittee work based on their own timeframe limits.
3. During each quarterly meeting, the two subcommittees will report out efforts being made. The committee as a whole will hear the progress and give feedback and direction to each sub-committee.

Listed here are the two subcommittees and the goals taken from the workplan that each subcommittee will address.

1. Subcommittee One

- a. **Goal Four:** Showcase effective programs that feature the guiding principles of the committee and the Planning Council that are successful in assisting consumers in their recovery.
- b. Noel will chair this committee. He is hoping to have a consumer member on this committee.

2. Subcommittee Two

- a. **Goal Three:** Facilitate Regular Stakeholder Engagement on Behalf of the Planning Council. The Forums will be guided by the Officer Team and the full Executive Committee, but this subcommittee will work with Council Staff on the nuts and bolts of the approved forum.
- b. Susan Wilson will chair this committee.

**California Behavioral Health Planning Council
Performance Outcomes Committee
Tuesday, October 15, 2024**

Agenda Item: 2025 Data Notebook Planning and Topic Selection

How This Agenda Item Relates to Council Mission

To review, evaluate and advocate for an accessible and effective behavioral health system.

This agenda item is focused on the development of the 2025 Data Notebook.

Background/Description:

Each year the Council releases a Data Notebook to the local mental/behavioral health boards and commissions to complete with their perspectives on focused areas of the system.

The committee will begin planning for the 2025 data notebook and discuss potential topics of focus for the 2025 survey.

**California Behavioral Health Planning Council
Performance Outcomes Committee
Tuesday, October 15, 2024**

Agenda Item: Nominate Chair-Elect for 2025

How This Agenda Item Relates to Council Mission

To review, evaluate and advocate for an accessible and effective behavioral health system.

This agenda item provides the opportunity for committee members to nominate the next Performance Outcomes Committee Chair-Elect. The Chair-Elect is responsible for supporting the Chairperson with leading committee activities.

Background/Description:

Each standing committee shall have a Chairperson and Chair-Elect. The Chairperson serves a term of one year with the option for re-nomination for one additional year. The committee members shall nominate a Chairperson and Chair-Elect to be submitted to the Council's Officer Team for appointment in 2024.

Noel O'Neill is slated to become the Chairperson for the Performance Outcomes Committee at the January 2025 meeting. The committee members shall nominate a Chair-Elect to be submitted to the Officer Team for appointment.

The role of the Chair-Elect is outlined below:

- Facilitate the committee meetings as needed, in the absence of the Chairperson
- Assist the Chairperson and staff with setting the committee meeting agendas and other committee planning
- Participate in the Executive Committee Meetings
 - Wednesday of every quarterly meeting from 8:30 am – 10:00 am
- Participate in the Mentorship Forums

Motion: Nomination of a committee member as the Chair-Elect.