

COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

137 N. Cottonwood Street • Woodland, CA 95695
(530) 666-8940 • www.yolocounty.org

Local Mental Health Board

Regular Meeting: Monday, September 26, 2016, 7:00 PM – 8:00 PM*

Regular Meeting: 7:00 – 8:00 PM Committee Workshop: 8:00 – 9:00 PM

137 N. Cottonwood, Woodland, CA 95695 – Bauer Building, Thomson Conference Room

All items on this agenda may be considered for action.

**This meeting will begin with an abridged regular meeting at 7:00 PM, followed by Board Committee Workshops from 8:00 – 9:00 PM. This agenda reflects the regular meeting agenda items.*

James Glica-Hernandez
Chair

Nicki King
Vice-Chair

Sally Mandujan
Secretary

District 1

Bret Bandley
Martha Guerrero
Sally Mandujan

District 2

Nicki King
Tom Waltz
Juliet Crites

District 3

Richard Bellows
James Glica-Hernandez
Tawny Yambrovich

District 4

June Forbes
Robert Schelen
Ajay Singh

District 5

Brad Anderson
Lisa Cherubini
Reed Walker

Board of Supervisors Liaison

Don Saylor

Alternate
Jim Provenza

7:00 PM CALL TO ORDER

1. Welcome and Introductions
2. Public Comment
3. Approval of Agenda
4. Approval of Minutes from July 25, 2016
5. Member Announcements
6. Correspondence
 - September 12, 2016 LMHB Letter to BOS Regarding the Reorganization of the Office of the Public Guardian

7:10 PM TIME SET AGENDA

7. Community Health Improvement Plan – Emily Vaden, Health and Human Services Agency Accreditation and Quality Improvement Program Coordinator

7:25 PM CONSENT AGENDA

8. Mental Health Director's Report – Karen Larsen
 - Homelessness
 - Integration
 - MHSA Housing
 - Public Guardian
 - Continuum of Care Workgroup
 - CWS Facilitated Discussions
 - Fiscal Update
 - Psychiatric Access
 - Recruitment

7:35 PM REGULAR AGENDA

9. Board of Supervisors Report – Supervisor Don Saylor
10. LMHB Strategic Plan Update – Bob Schelen

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 and the Federal Rules and regulations adopted implementation thereof. Persons seeking an alternative format should contact the Local Mental Health Board Staff Support Liaison at the Yolo County Health and Human Services Agency, LMHB@yolocounty.org or 137 N. Cottonwood Street, Woodland, CA 95695 or 530-666-8516. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids of services, in order to participate in a public meeting should contact the Staff Support Liaison as soon as possible and preferably at least twenty-four hours prior to the meeting.

11. Chair Report – James Glica-Hernandez

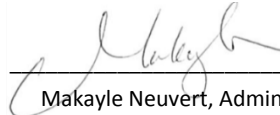
- a. Member Resignations, Appointments, and Re-Appointments
- b. Legislative Ad Hoc Committee Report
- c. Consideration of LMHB Scope and Name Change to Include All Behavioral Health Services
- d. Jail and Juvenile Detention Facility Behavioral Health Services Contract Discussion
- e. Board Committee Reports
 - Communication and Education Committee: Meeting 8:00 PM Walker Conference Room
 - Budget and Finance Committee: Meeting 8:00 PM Thomson Conference Room
 - Program Committee: Meeting Cancelled

8:00 PM ADJOURNMENT

12. Future Meeting Planning and Adjournment – James Glica-Hernandez

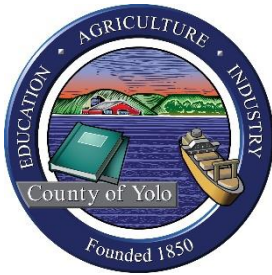
- Next Meeting Date and Location – Monday, October 24, 2016, 7:00 – 9:00 PM in the Community Conference Room at 600 A Street, Davis, CA 95616
- 2017 Review Meeting Calendar Draft

I certify that the foregoing was posted on the bulletin board at 625 Court Street, Woodland CA 95695 on or before Friday, September 23, 2016.



Makayle Neuvert, Administrative Services Analyst
Local Mental Health Board Administrative Support Liaison
Yolo County Health and Human Services Agency

Item 4. Minutes from July 25, 2016



COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

137 N. Cottonwood Street • Woodland, CA 95695
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Local Mental Health Board Meeting Minutes

Monday, July 25, 2016, 7:00 PM – 9:00 PM
600 A Street, Davis, CA, 95616 – Conference Room

Members Present: Brad Anderson; James Glica-Hernandez; June Forbes; Lisa Cherubini; Martha Guerrero; Nicki King; Sally Mandujan; Supervisor Don Saylor; Supervisor Jim Provenza; Reed Walker; Vacant ; Vacant;

Members Excused: Bret Bandle; Richard Bellows; Robert Schelen; Tawny Yambrovich; Tom Waltz;

Staff Present: Patrick Blacklock, CAO, Yolo County Administrator's Office
Carolyn West, Management Analyst, Yolo County Administrator's Office
Karen Larsen, HHSA Director, Mental Health Director, &
Alcohol and Drug Administrator
Makayle Neuvert, HHSA Administrative Services Analyst &
LMHB Administrative Support

Community Members: Juliet Crites; Nancy Schaezlein-Zipse

7:00 PM CALL TO ORDER

- 1. Call to Order and Introductions:** The July 25, 2016 meeting of the Local Mental Health Board (LMHB) was called to order at 7:00 PM; introductions were made and each members was asked to share a bit about themselves and why they participate on the Board.
- 2. Public Comment:**
 - Community Member Nancy Schaezlein-Zipse stated concern that some of the Mental Health Court lawyers may not be familiar with [anosognosia](#) (described as a deficit of self-awareness, a condition in which a person who suffers some disability seems unaware of the existence of his or her disability). She would like increased awareness and training.
- 3. Approval of Agenda: Motion:** Martha Guerrero, **Second:** Nicki King, **Discussion:** None, **Vote:** Unanimous
- 4. Approval of Minutes from June 27, 2016: Motion:** Lisa Cherubini, **Second:** Sally Mandujan, **Discussion:** Member Nicki King clarified statements regarding the County and the Public Guardian, stating that the use of the word "travesties" to describe prior situations and quality of care were not directed to Yolo County but rather situations in other jurisdictions. Additional minor corrections were addressed and the corrections will be made. **Vote:** Passes, 2 abstentions (Richard Bellows and June Forbes)
- 5. Member Announcements:**
 - In response to the public comment received regarding training for Mental Health Court Lawyers, June Forbes requested that the LMHB respond to this public comment at a future meeting and work on setting-up a training. She echoed concerns and a desire to have everyone involved in the administration of Mental Health Court be trained in

relevant issues. After soliciting ideas from the group, June requested that the LMHB Program Committee review NAMI training materials, the Mental Health Court training and implementation, and also consider options for sensitivity training, and return to the LMHB with a recommendation.

- A NAMI sponsored “Basics” training course is being offered in Woodland and is geared toward teachers and other school professions, helping them navigate how to support a young person through emotional changes. This course is offered free and paid for with funds raised by NAMI to support these programs.

6. Correspondence: See relative discussion under the Chair’s Report.

TIME SET AGENDA

7. Public Guardian and Public Administrator Organizational Structure: The LMHB has decided to send a letter to the BOS regarding topic. Carolyn West, Management Analyst with the Yolo County Administrator’s Office addressed the Board and provided an overview of the County’s approach to considering the restructuring of the Public Guardian and Public Administrator, the research and review that has been done to consider separating the these two positions, the potential of consolidating them under a larger department, and the current planning phase underway. This additional information was meant to help the Board finalize the content of the letter they plan to send. The topic will be brought before the BOS on September 13 for consideration.

The following are responses and comments captured during the discussion:

- In addition to the estate, the Public Guardian serves as the conservator.
- For senior citizens that become incompetent, the Public Guardian can be appointed by the Court but may also fall under the support of Adult Protective Services
- The proposed restructuring has been prompted by the current Public Guardian’s retirement plans. After looking at the national best practices form wrap around services, the original recommendation to the BOS was for these roles to restructure under larger departments; Public Guardian under HHSA and Public Administrator under the Sheriff/ Coroner’s office. The LMHB was encouraged to participate in the planning phase and share perspective.
- For quality care and accountability it was suggested that a client level multi-disciplinary team (MDT) be created to ensure the best services are being provided.
- Addressing concerns that the program would be absorbed and consumed by the other programs, Karen reiterated that the goal is to always take care of the most vulnerable residents of Yolo County. The Public Guardian enhances our ability to serve and the MDT approach also allows for more linkages and better resources to take care of conserved clients.
- Personal concern over future care was shared by those with mentally ill family members. Value in having an elected champion was noted as was the perception that the County has in the past had an adversarial relationship between Public Guardian and HHSA. The nature and intensity of services was discussed. The feeling is that it is a budget and a philosophical conflict with the County providing voluntary services and encouraging independence and the Public Guardian’s authority to mandate participation and be protective. Though Karen as the HHSA Director is highly supported, the

- A suggestion was made to have Public Guardian parallel to HHSA not underneath. Another suggestion was made to have Public Administrator under the District Attorney's office.
- One member reports that the Public Guardian says they have been continually defunded over the last few years. Patrick Blacklock clarified that they have not been defunded though some positions have remained vacant.
- A desire to see the expansion of services on paper was shared.
- Concern was shared that without the independence of the Public Guardian, issues would not ever be brought to light.
- Karen supported having a monthly meeting between now and December with a subcommittee of the program committee, or a standing agenda item on the monthly Mental Health Director's Report to reports out on the status and updates of this topic. Some mechanism for sharing LMHB feedback on the topic and the planning of a structure that will create accountability for the role.
- The desire and expectation is that the Public Guardian team of individuals would wrap around the client and offer 24/7 accessibility.

Two versions of the LMHB letter to the BOS on this topic were shared for Board review. Letter version A was supported because it outlines the need for an independent champion which trumps the risk of electing a charlatan or someone not focused on the core aspects of the job. Letter version B asks how to avoid a conflict of interest and maintain autonomy. The concept of an internal MOU outlining roles and responsibilities and a mechanism for mediating conflict was discussed. An independent grievance process was supported.

A motion was made to support version B of the letter options shared. **Motion:** Richard Bellows, **Second:** Martha Guerrero, **Discussion:** The group referenced the original motion, citing that new information was received and they believe that the opportunity has passed to impact a change from the original motion. It was suggested that an amendment be made to the original motion to have letter version B replace the original motion made at the last meeting. It was discussed and decided to include in letter version B, that though we want to keep a the Public Guardian an elected position we understand that the decision has already been made to restructure and want to go forward with a structure like the one listed in the letter. **Vote:** Passes, 1 No (James Glica-Hernandez), 2 Abstention (Reed Walker & Nicki King)

James will send the letter for emailing to the BOS.

CONSENT AGENDA

- 8. Mental Health Director's Report:** The following item(s) were pulled from Karen Larsen's Mental Health Director's Report for additional discussion.
- Drug Medi-Cal Organized Delivery System (DMC-ODS): Martha inquired about the substance abuse treatment resources available to CIP Officers who may interact with those who seem to have mental health issues but in fact are abusing substances. Karen noted that the law behind 5150 is you have to be danger to yourself due to a mental disorder and though officers have valid concerns, there is not a clear solution right now, such as a sobering center which are found in other counties. One of the things DMC-ODS efforts are looking at is regionalizing services and considering a detox center which may offer officers another level of intervention besides hospital or jail. Yolo County does not have the resources to support this however we have a huge continuum of care for treatment services.

- Community Intervention Program (CIP): In response to an inquiry, Karen said it is her understanding is that there is a clinician recruitment underway. for the vacant position.
- Jail and Juvenile Detention Facility Behavioral Health Services Contract: Richard Bellows shared reservations about renewing this contract with provider CFMG due to the interaction and poor outcomes experienced by his family member. With the LMHB's role to review and approve mental health related contracts, Richard proposed a LMHB stance of non-support for this contract. This topic will be agendized for the September LMHB meeting for expanded discussion.
- Cooperative Agreements Benefitting Homeless Individuals: Karen confirmed that this is a County-wide project and in addition to the Partnership Health Plan grant funded project. This new grant does not pay for any housing but the cities will hopefully partner to provide housing and the County can provide all the services.

REGULAR AGENDA

9. Board of Supervisors Report: Supervisor Don Saylor shared the following updates and information.
 - There will be no BOS meetings in August, resuming on September 13.
 - Supervisor Saylor attended the National Association of Counties annual conference recently. Topics of interest included:
 - The Stepping Up project which Yolo County is participating in and aims to increase mental health services for incarcerated individuals and those released into the community.
 - Human trafficking and the multi-disciplinary team redefining the paradigm around the true victims of these crimes.
 - The interesting history and pharmaceutical background and cost related to opioid and heroin use. As noted last month, this is something Supervisor Saylor is hearing is an issue of concern in Yolo County.
 - Supervisor Saylor recommended approval of Juliet Crites to the LMHB.
10. Chair Report: James Glica-Hernandez addressed the Board, noting that they are active and moving forward with many things. He acknowledged that members of the Board have good intentions and do respect each other in their efforts to serve the residents of Yolo County.
 - a. Member Resignations, Appointments, and Re-Appointments: Reed Walker, Juliet Crites, Dr. Ajay Singh are all new or soon to be new members.
 - b. Request for Recommendation of Support for the Yolo County HSA Behavioral Health Services Fiscal Year 2016-2017 Budget: A **motion** supporting the Yolo County HSA Behavioral Health Services Fiscal Year 2016-2017 Budget was made by Martha Guerrero; **Second:** Nicki King; **Discussion:** The Budget and Finance Committee did not meet to prepare a recommendation so no action was proposed, however, given that the August LMHB meeting is cancelled, the next LMHB meeting would not allow sufficient time to lag a recommendation prior to BOS hearing of the adopted budget. The Committee agreed to still meet and gather details on the budget changes. **Vote:** Passes, 1 Abstention (Reed. Walker)
 - c. Long Range Planning Calendar: Copies of the planning calendar were shared with the group and the responsibility for follow-up was introduced. This topic will be added to the October LMHB agenda for discussion.
 - d. Legislative Ad Hoc Committee Report: No report due to current Senate recess

e. Board Committee Updates:

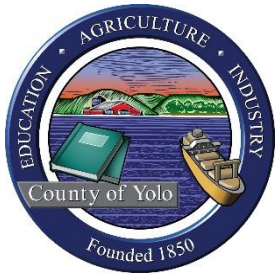
- Communication and Education Committee: No Report
- Program Committee: No Report
- Budget and Finance Committee: No Report

ADJOURNMENT

11. Future Meeting Planning and Adjournment – James Glica-Hernandez

- The August 22, 2016 LMHB meeting is cancelled.
- Next Meeting Date and Location – Monday, September 26, 2016, 7:00 – 8:00 PM in the Bauer Building, Thomson Conference Room at 137 N. Cottonwood, Woodland, CA 95695
 - Community Health Improvement Plan presentation by Emily Vaden of the HHS Community Health Branch
 - Strategic Plan Update by Bob Schelen
 - Consideration of LMHB scope and name change to include all Behavioral Health Services
 - Proposed Facebook Community Page for the LMHB
 - LMHB Resource Pamphlet
 - Member Tours of Local Provider Facilities
 - Jail and Juvenile Detention Facility Behavioral Health Services Contract Discussion
- This meeting was adjourned at 9:27 PM in memory of “Dillon” from West Sacramento who died from depression and suicide.

Item 6. Correspondence: September 12, 2016 LMHB Letter to BOS Regarding the Reorganization of the Office of the Public Guardian



COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

MAILING ADDRESS
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Local Mental Health Board

September 12, 2016

James Glica-Hernandez
Chair

Nicki King
Vice-Chair

Sally Mandujan
Secretary

District 1

Bret Bandley
Martha Guerrero
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District 2

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District 4

June Forbes
Robert Schelen
Ajay Singh

District 5

Brad Anderson
Lisa Cherubini
Reed Walker

**Board of
Supervisors
Liaison**

Don Saylor

Alternate
Jim Provenza

Jim Provenza, Chair
Yolo County Board of Supervisors
625 Court Street, Room 204
Woodland, CA 95695

RE: REORGANIZATION OF THE OFFICE OF PUBLIC GUARDIAN

Dear Chair Provenza:

The Yolo County Local Mental Health Board (LMHB) is aware of the reorganization of the functions of the Public Guardian upon the retirement of Cass Sylvia later this year. While we understand the interest of the Yolo County Board of Supervisors (BOS) in consolidating these functions into the Department of Health and Human Services, we have concerns about accountability, independence, and oversight that we believe should be addressed by your board as this reorganization takes place.

Accountability. The Public Guardian has the responsibility for making decisions about the care of adult members of our community who are unable to care for themselves. Often, these citizens do not have family members who can oversee their care or monitor them to assure that things are going well. The Public Guardian's office acts on behalf of the citizens of Yolo County to assure that these vulnerable individuals are appropriately cared for and that any financial resources they have are spent appropriately. She is directly responsible to the community for their careful and compassionate care. Under the reorganization, these duties will become the responsibility of the Health and Human Services Agency, with the BOS as the County's elected officials taking on that accountability function. We recommend that the BOS receive reports at least quarterly on the County's conserved population. These reports should include metrics on progress, quality of care, and any issues of concern that might be raised by the individuals being served or their family members. Of course, the sensitive nature of the services and HIPAA regulations require that confidential information cannot be identifiable, but with an average of 100 individuals under conservatorship, reports should be possible that do not violate these requirements.

Independence. In many cases, the County itself, through the Health and Human Services Agency provides or recommends the services conserved individuals receive, whether those are physical or mental health services, placement and supportive services, housing, etc. We are concerned about the potential for actual or perceived conflict of interest when the Agency is both the recommender of service and the provider of those services, and we believe specific steps should be taken to minimize this potential.

Oversight. In eliminating the Public Guardian's office and placing its functions within existing County Departments, the BOS is assuming responsibility for ongoing oversight. The LMHB offers to assist the BOS in these responsibilities by reviewing regular reports and reporting any areas of concern to the BOS. We recognize that a large proportion of those individuals conserved receive mental health services, and thus see the added responsibility as within our purview.

Ideally, the LMHB would have preferred the maintenance of an independent Public Guardian as the most direct method of avoiding most problems with independence, accountability and oversight cited above. Since the BOS has already embarked on a plan to combine the functions of the office within the existing agency, the LMHB appreciates this opportunity to express our concerns and offer our assistance in making the new arrangement work to the best advantage for the most vulnerable residents of our county. If you have questions, or would like to discuss our involvement more, please contact me.

Sincerely,



James C. Glica-Hernandez

Chair, Yolo County Local Mental Health Board

(916) 201-1168 • jcglicahernandez@gmail.com

JCGH:mn

Cc: Karen Larsen, LMFT, Director, Yolo County Health and Human Services Agency
Supervisor Don Saylor, LMHB Liaison, Yolo County Board of Supervisors
Patrick Blacklock, Yolo County CAO

Item 8. Mental Health Director's Report

Yolo County Health and Human Services Agency

BEHAVIORAL HEALTH SERVICES

Local Mental Health Board Mental Health Director's Report September 26, 2016

Homelessness

Tracey Dickinson gave a presentation to the Board of Supervisors during their meeting on Tuesday, September 13 regarding the status of our local homeless system. The staff report ([LINK HERE](#)) highlights funding and accomplishments. You can also watch the presentation online ([LINK HERE](#)). Just click the fast forward button on the video screen until you reach agenda item number 39. The presentation, with Q&A, lasted about 30 minutes. Additionally, on August 31, I joined HHSA staff on a Tiny Homes site visit in Marysville. The cities of Davis, West Sacramento & Woodland continue discussions about Bridge to Housing 2.0 projects.

Integration

The staff moves associated with integration have been mostly completed. We now have the Child, Youth and Family Branch housed together, the Adult and Aging Branch housed together, and the Community Health and Service Center Branches co-located. We continue to focus on strengthening integration and creating a culture of quality and making data driven decisions.

MHSA Housing

Demolition work has begun on the Woodland old hospital site. Staff have met with the architect regarding site designs. We are the recommended project set to go before [California Tax Credit Allocation Committee](#). We anticipate going out to RFP for tax credit partners next week. Mercy Housing and New Hope Housing are working to finalize the partnership agreement and the land lease for later this year. If all goes as expected, we have an anticipated start date by the end of February. See below for a map of site.



**Yolo County Health and Human Services Agency Behavioral Health Services
Local Mental Health Board – Mental Health Director’s Report
July 25, 2016**

Public Guardian

The item regarding Public Guardian transitioning to HHSA will not be heard by the Board of Supervisors until October. We have temporarily loaned two part time staff to the Public Guardian’s office to assist with the current vacancies. Staff continue to meet to discuss the transition. The [draft Dispute Resolution Protocol](#) and the [draft LPS Conservator Staff Responsibilities MOU](#) are attached for review.

Continuum of Care Workgroup

This workgroup continues to meet to discuss ways our system can improve to reduce the disproportionate number of persons with mental illness in the criminal justice system. We have begun to discuss a systems map to evaluate gaps. We are in conversations with the National Stepping Up Initiative and hope to have a group attend the next Stepping Up Summit in California.

CWS Facilitated Discussions

LMHB members are invited to attend any of the upcoming Child Welfare facilitated discussions. Some of you had mentioned an interest in this subject matter. See below for more information.

Our proposal for this project include two components:

- A series of four educational sessions for the Board of Supervisors, to take place on the afternoon of regularly scheduled Board meeting in July, September and October from 1:00 to 4:30 PM. 3 sessions will consist of didactic presentations with opportunities for feedback, questions and answers. One session will consist of a structured conversation about what the Board has learned, followed by the development of specific recommendations for program improvement.
- An assessment and evaluation of Yolo County’s Child Welfare Services Division, to consist of 15 key informant interviews, staff survey and focus groups, stakeholder/community partner focus groups, the collection of Yolo County quantitative performance data and comparative data from statewide and national sources, and an analysis of the results of this qualitative and quantitative data collection.

We propose the following schedule of activities to accomplish the goals of this project, with associated costs:

Date	Activity	Cost
July 26, 2016	Board Workshop #1 <ul style="list-style-type: none"> • CWS Overview/CWS Workflow (state and federal requirements) • Legal System 	\$4800
August, 2016	Evaluation and Assessment of Yolo County’s Child Welfare Services program <ul style="list-style-type: none"> • Coordination with UC Berkeley Data System • Max 20 Key Informant interviews • 4 Focus Groups <ul style="list-style-type: none"> ○ Social Workers ○ Social Work Supervisors ○ Resource Family ○ Stakeholders, Parents, Youth • Resource Family Survey • Analysis of data 	\$16,800
September 27, 2016	Board Workshop #2 <ul style="list-style-type: none"> • Presentation of Quantitative and Qualitative Data • Yolo Data in comparison to state and federal data measures • Results of August Evaluation and Assessment 	\$4800
October 11, 2016	Board Workshop #3 <ul style="list-style-type: none"> • Structured Decisions Making (SDM) • Other Best Practices • County Partnerships • Staff Training—Core Curriculum & Specialized Training 	\$4800

Fiscal Update

There is an approximate \$2.5 million deficit projected in the Mental Health budget for this year. This amount assumes a projected \$1.5 million increase in the Behavioral Health re-alignment funds that are still in an allocation process from the State. In order to balance the budget and avoid drawing down these significant reserves of between \$2.5 and 4 million from County general fund, HHSA has developed the following fiscal and program strategies to mitigate expense and create savings within the Mental Health budget and services:

- In recent years, HHSA’s census of clients living in high-end, locked institutional settings has increased to over 50 individuals. HHSA is initiating an IMD Diversion Team consisting of two Clinicians, a Clinical Supervisor and Clinical Manager (all existing staff) who will coordinate with the Public Guardian on project implementation. The team will identify 10 Conservatees currently living in high-end institutional settings who can be assisted to safely step down into intensive community-based services. HHSA will expend \$450,000 (new annualized contracted expense) to provide augmented community-based services to these 10 individuals through two full time case managers and housing support funds.
- In the 2015 triennial Medi-Cal audit, HHSA had a 67% disallowance rate due to inadequate documentation of service delivery. HHSA is increasing/augmenting Quality Management staff to include two Clinicians, one electronic health records technician and one Compliance staff (4 new FTE’s), along with re-aligning existing administrative support staff, to improve record keeping and minimize audit disallowance and risk. Multiple internal strategies, including trainings, service authorization reviews and increasing staff who submit Medi-Cal billings to the State have also been implemented.
- With the implementation of the Affordable Care Act, many individuals who were previously unable to access inpatient psychiatric services are now insured with Yolo County Medi-Cal. As a result, the numbers of hospitalizations annually has increased over the past three years by 69.02% from 326 in FY 12/13 to 551 in FY 15/16. Many of these individuals are not already linked to services, and although given follow-up appointments, do not engage and are experiencing repeat, sometimes lengthy, inpatient stays. To decrease length of stays, as well as promote community-based aftercare/linkage, HHSA is embedding a Quality Management RN (existing staff, moving from APS) in the regional hospitals. The expense for this position is partly funded through social services Federal Financial Participation (FFP), between .50 and .75.
- In addition to this RN embedded in the regional hospitals to assist with decreasing both length of stay and re-admission rates, HHSA will be approaching overall inpatient utilization from a more cost-effective stance, guiding the location for admission and treatment whenever possible and appropriate. Yolo County’s inpatient psychiatric services unit is located within a full-care hospital, allowing for treatment of both psychiatric and medical conditions for any patient on the psychiatric unit. As a result, the daily rates for care (\$1,300/day) are twice that of free-standing psychiatric hospitals. However, most services provided in this hospital are .50 reimbursable by Medi-Cal, whereas services at the regional free-standing psychiatric units (\$700-\$800 /day) are not reimbursable. An alternative to both of these options are Medi-Cal-certified Psychiatric Health Facilities (PHF’s \$850-\$900/day) that provide acute psychiatric treatment for up to 30 days, and are .50 reimbursable by Medi-Cal, making these facilities the most cost-effective location for individuals to receive acute psychiatric care. To assure the availability of these options for Yolo County clients, HHSA is contracting to purchase six beds at two separate facilities. In addition, HHSA will be contracting to purchase four beds at the local crisis residential facility, a cost-effective (\$310/day, .50 reimbursable to Medi-Cal) option that is a community-based diversion from inpatient altogether.

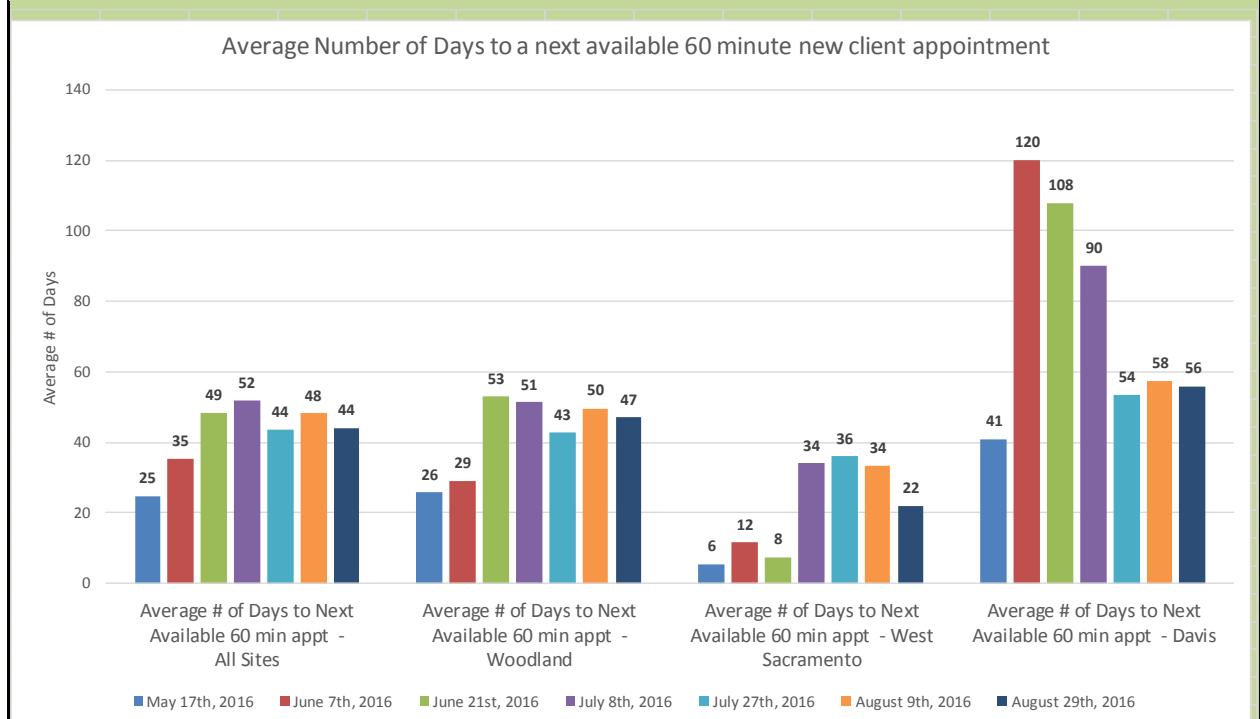
**Yolo County Health and Human Services Agency Behavioral Health Services
Local Mental Health Board – Mental Health Director’s Report
July 25, 2016**

- Finally, HHSA will be continuing to review quality of care and services with all contracted providers and will decrease contract funding amounts where appropriate, and pursue follow-up to cost report exceptions, assuring timely reimbursement when payment overages occur.

Psychiatric Access

See the following information per the Program Committee’s request.

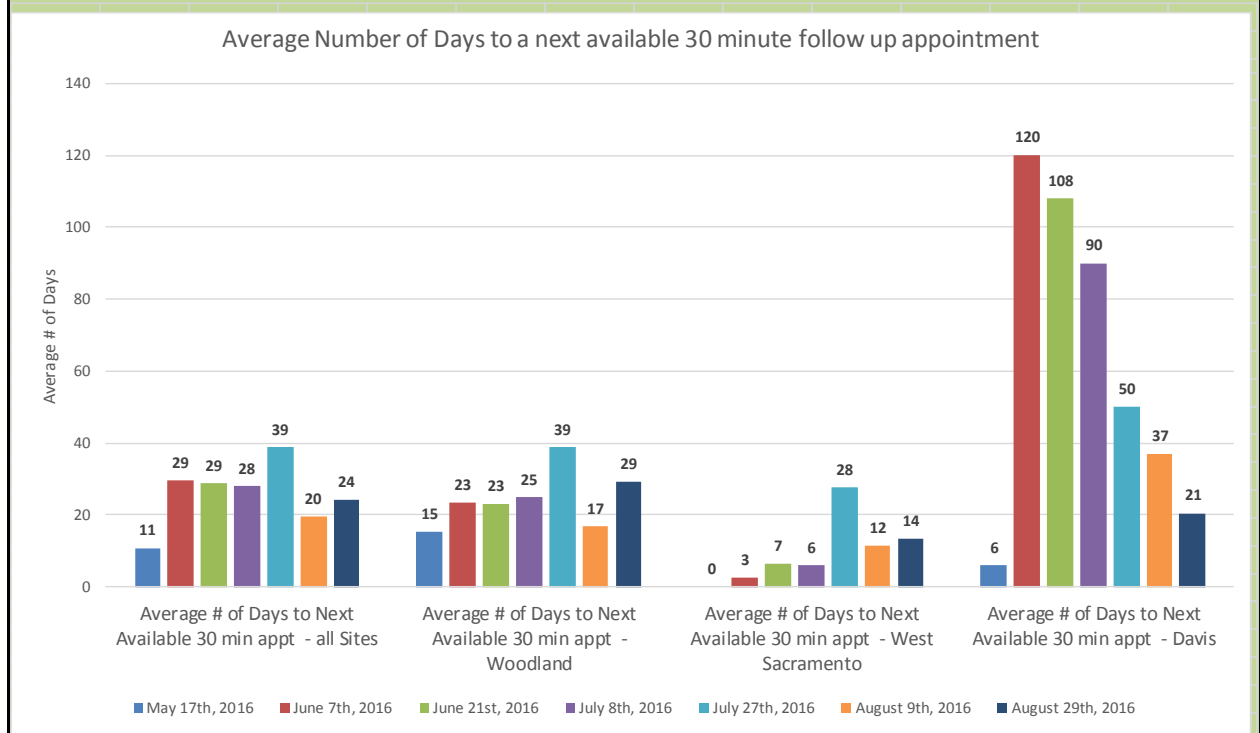
	05/17/16	06/07/16	06/21/16	07/08/16	07/27/16	08/09/16	08/29/16
Average # of Days to Next Available 30 min appt - all Sites	11	29	29	28	39	20	24
Average # of Days to Next Available 30 min appt - Woodland	15	23	23	25	39	17	29
Average # of Days to Next Available 30 min appt - West Sacramento	0	3	7	6	28	12	14
Average # of Days to Next Available 30 min appt - Davis	6	120	108	90	50	37	21



New clients are given a 60 minute initial appointment with their psychiatrist after being assessed by an HHSA clinician. This graph shows the average number of days a client may have to wait for an initial appointment with a psychiatrist following their clinical assessment at each clinic location. After the initial visit with the psychiatrist, all follow up appointments are 30 minutes. During the month of June in the Davis clinic we lost our primary psychiatrist working in that location, so number of days to next available new client appointments went up significantly. We were able to staff that location again in July, where you can see the numbers start to recover.

**Yolo County Health and Human Services Agency Behavioral Health Services
Local Mental Health Board – Mental Health Director’s Report
July 25, 2016**

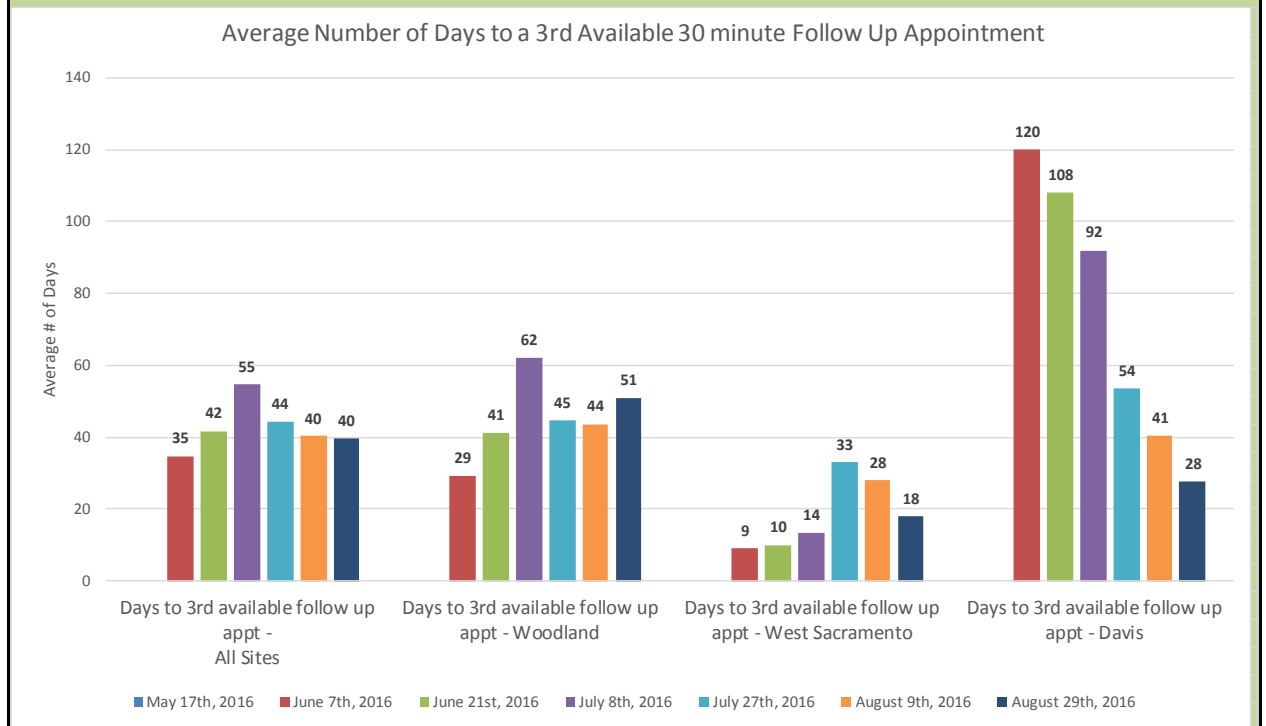
	05/17/16	06/07/16	06/21/16	07/08/16	07/27/16	08/09/16	08/29/16
Average # of Days to Next Available 60 min appt - All Sites	25	35	49	52	44	48	44
Average # of Days to Next Available 60 min appt - Woodland	26	29	53	51	43	50	47
Average # of Days to Next Available 60 min appt - West Sacramento	6	12	8	34	36	34	22
Average # of Days to Next Available 60 min appt - Davis	41	120	108	90	54	58	56



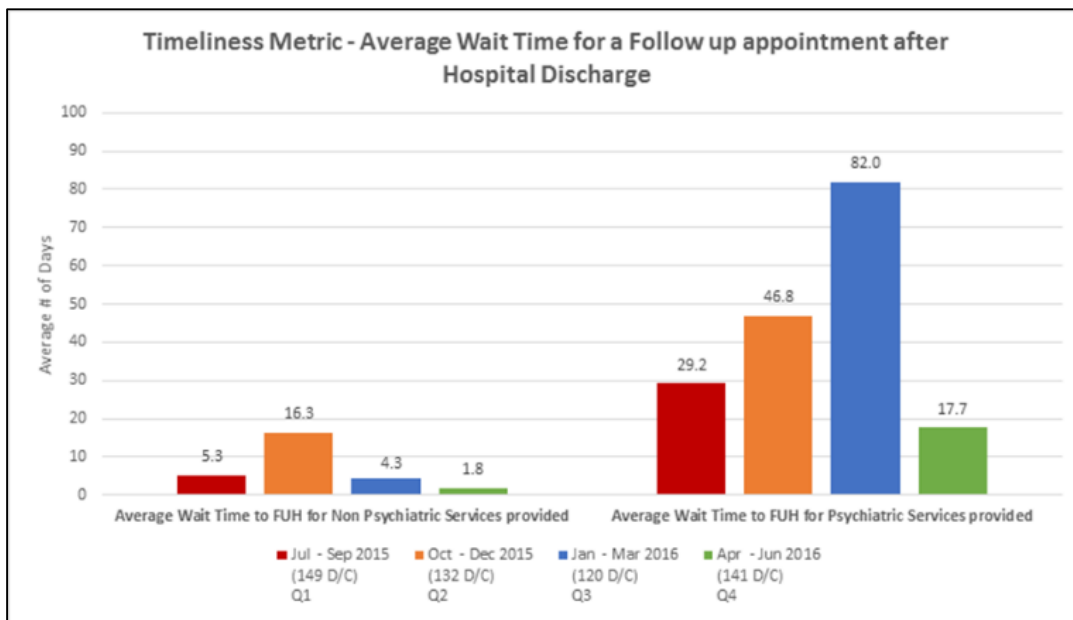
This graph shows the average number of days a client may have to wait between appointments with their psychiatrist. Depending on the client's current level of psychiatric stability, doctors typically ask clients to return for a follow up visit anywhere from two weeks to 90 days. As mentioned in the previous graph, during the month of June in the Davis clinic we had lost our primary psychiatrist working in that location, so number of days to next available follow up appointments went up significantly. We were able to staff that location again in July, where you can see the numbers start to recover.

**Yolo County Health and Human Services Agency Behavioral Health Services
Local Mental Health Board – Mental Health Director’s Report
July 25, 2016**

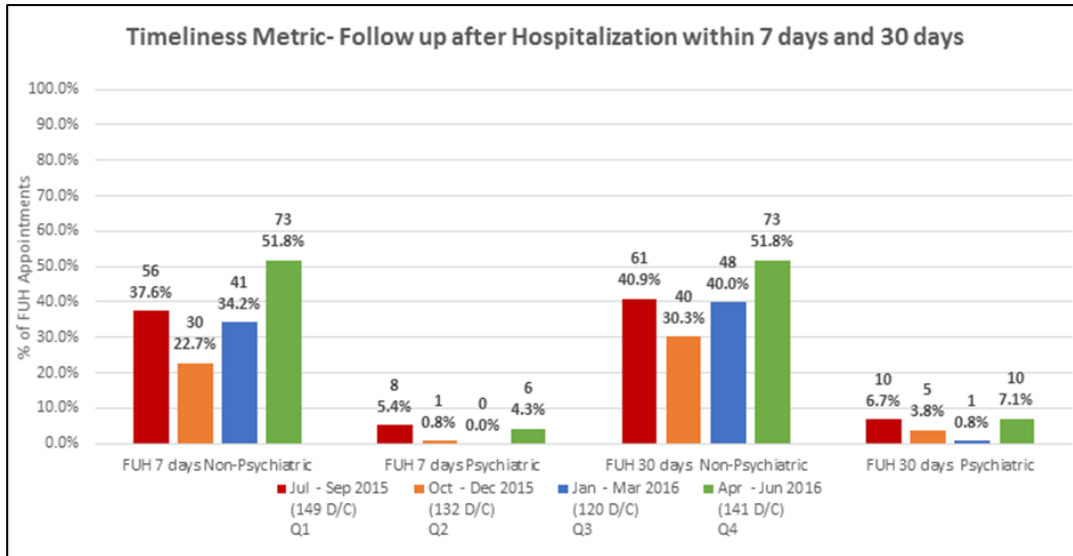
	05/17/16	06/07/16	06/21/16	07/08/16	07/27/16	08/09/16	08/29/16
Days to 3rd available follow up appt -All Sites		35	42	55	44	40	40
Days to 3rd available follow up appt - Woodland		29	41	62	45	44	51
Days to 3rd available follow up appt - West Sacramento		9	10	14	33	28	18
Days to 3rd available follow up appt - Davis		120	108	92	54	41	28



We decided to collect data on the number of days to the third next available 30 minute follow up appointment due to the possibility of sudden client cancelations impacting the data when looking at the first next available slot. You can see that the averages in depicted here are higher than in the previous graph that showed average number of days to next available 30 minute appointments. The numbers in this graph are likely to be more representative of the true average number of days between next available 30 minute slots.



**Yolo County Health and Human Services Agency Behavioral Health Services
Local Mental Health Board – Mental Health Director’s Report
July 25, 2016**



Recruitment

We are excited to announce the selection of Nolan Sullivan as the Branch Director for the HHSA Service Centers, the position vacated by Nancy O’Hara and filled in the interim by Ed Smith. Nolan has been with Yolo County since June of 2007. During this time he has held several supervisory titles in the realms of Support Services, Human Resources, Fiscal Services, and Eligibility. Since December of 2011, Nolan has served as the Division Manager over Eligibility Services, taking on the management of Medi-Cal, CalFresh, CalWORKS, General Assistance and Foster Care Eligibility teams. Nolan’s diverse experience with the department gives him insight into both the program and support functions of our operations. He prides himself on getting to know all staff and embodies the spirit of integration by working to coordinate across the Agency to provide the best services to our clients. Nolan holds a Bachelor’s Degree in Business Administration, a Master’s Degree in Public Administration, and recently completed the UC Davis Extension Management Development program. Nolan has the passion and vision needed to lead this critical piece of our Agency. Outside of work Nolan is very active with his family and in his home community of Vacaville. Nolan will assume his new role on September 18, under the support and mentorship of our Interim Service Center Director, Ed Smith. We are still in the process of filling our Child, Youth and Family Branch Director position.



County of Yolo Health and Human Services Policy

TITLE: DISPUTE RESOLUTION PROTOCOL

DEPARTMENT: HEALTH AND HUMAN SERVICES AGENCY

TYPE: **POLICY**

DATE: 8/29/2016

A. **PURPOSE**

The purpose of this policy is to ensure conservatorship investigation and administration be conducted independently from any person or agency which provides mental health treatment for conservatees, and to avoid a conflict of interest between the treatment needs of the conservatee and the investigation and administration of the conservatorship, in accordance with Welfare & Institutions Code Section 5371.

To mitigate disputes, Welfare & Institutions Code Section 5371 instructs the person or agency responsible for mental health treatment of conservatees to execute a written agreement or protocol with the conservatorship investigator and administrator for the provision of services to conservatees. This agreement or protocol is to specify the responsibilities of each person or agency who is a party to the agreement or protocol and specify a procedure to resolve disputes between agencies or persons.

B. **DEFINITION**

- **Dispute:** Conflict or controversy, disagreement.

C. **POLICY STATEMENT**

If a dispute or a conflict of interest arises under the Yolo County Health and Human Services Agency, between Public Guardian staff and staff responsible for mental health treatment, regarding any of the services provided to persons conserved pursuant to the Lanterman-Petris-Short Act, this Dispute Resolution Protocol shall be followed as a means to resolve the dispute or conflict of interest.

D. **RESPONSIBILITIES**

Yolo County Health and Human Services Agency staff providing investigative, administrative and/or treatment services for persons conserved pursuant to the Lanterman-Petris-Short Act shall have the responsibilities more fully described in the LPS Conservator Staff Responsibilities MOU, which is incorporated by this reference

E. **PROCEDURE**

If a dispute or a conflict of interest arises under the Yolo County Health and Human Services Agency, between Public Guardian staff and staff responsible for mental health treatment, regarding any of the services provided to persons conserved pursuant to the LPS Act, the following means shall be used to resolve the dispute or conflict of interest:

1. The Conservatorship Officer and mental health clinician/case manager involved in the dispute shall immediately notify the Assistant Public Guardian and Supervisor of the mental health clinician/case manager of the dispute and provide the following information:
 - a. The nature of the dispute as seen by each side;
 - b. Documentation in support of each side's position;
 - c. The proposed resolution advanced by each side; and,
 - d. The reasoning behind each side's proposed resolution.
2. The Assistant Public Guardian and the Supervisor of the mental health clinician/case manager, shall review the documentation provided in paragraph one (1) and meet within two (2) working days to resolve the dispute. If, after

the meeting, the dispute is not resolved, the parties shall immediately submit the documentation provided in paragraph one (1), along with any additional documentation, to the Adult and Aging Branch Director.

3. The Adult and Aging Branch Director shall review the documentation provided in paragraph two (2) and take whatever steps necessary to resolve the dispute. This may include, but does not have to include, a meeting with one or both sides to the dispute or conflict of interest. The Adult and Aging Branch Director will issue a written decision, within two working days, which will be delivered to the Assistant Public Guardian as well as the Supervisor of the mental health clinician/case manager.
4. This decision may be appealed by either party and brought to the Director of the Health and Human Services Agency/Public Guardian, within two (2) days of receipt. The Director of the Health and Human Services Agency/Public Guardian will make a final decision within two working days.

(See W&I Section 5371)

DRAFT

**LPS CONSERVATOR STAFF RESPONSIBILITIES MEMORANDUM OF
UNDERSTANDING**

Purpose:

The purpose of this agreement is to detail the separate responsibilities of mental health and Public Guardian/LPS Investigator staff within the Yolo County Health and Human Services Agency (HHSA) in order to provide Lanterman-Petris-Short (LPS) or potential LPS conservatees with appropriate, timely and independent conservatorship services. A Dispute Resolution Protocol has also been developed in accordance with Welfare & Institutions Code Section 5371 to mitigate potential disputes between staff regarding the provision of services to conservatees. This Memorandum of Understanding (MOU) serves as the accompanying document to that protocol in order to list the separate responsibilities of the mental health and Public Guardian/LPS Investigator staff.

Responsibilities:

The services provided by mental health and Public Guardian/LPS Investigator staff regarding LPS conservatorship clients is as follows:

Task #	Mental Health Staff	Public Guardian/LPS Investigator Staff
1	N/A	Receive referral from statutorily authorized source, log in and review incoming referral (timeliness, complete, etc.) Determine if petition will be filed Forward to County Counsel if accepted Notify referring facility if declined
2	N/A	If accepted, begin Investigation for LPS Conservatorship Prepare report, to be submitted to County Counsel 5 days prior to general hearing or notify County Counsel 5 days prior to hearing if PG no longer wishes to pursue conservatorship
3	Receive notification from County Counsel of t-con hearing date	Receive notification from County Counsel of t-con hearing date
	Notify PG of MH Case Manager	Notify MH of assigned PG Deputy

4		
5	Provide all relevant information for completion of LPS investigation report, including allowing LPS investigator access to all necessary documents, information regarding treatment plan, change in placement, appointment of an appropriate relative, mental health needs, unmet needs and fiscal issues	Investigator/Deputy PG initiates discussions with MH clinicians, facility representatives and other necessary staff
6	Staff placement options with PG	Staff placement options with MH Sign consent/admission packets Provide County Counsel with notification of change of address/location of conservatee
7	Transport conservatee to placement Transport conservatee to court	N/A
8	Provide expert witness where available	N/A
9	Provide ongoing services for conservatees utilizing HHS approved providers	Request assistance in engaging conservatee in services
10	Provide individual treatment plan within ten working days from receiving Letters of Conservatorship	Provide individual treatment plan within ten working days from receiving Letters of Conservatorship
11	Provide intervention and/or evaluation to LPS Conservatees in crisis Facilitate medication management as necessary Coordinate hospital admissions where necessary	Provide general management of food, clothing and shelter
12	Provide the PG with a copy of the County Mental Health Plan and a copy of all state reviews, regulations and statistical reports to and from the state regarding the LPS Conservatorship program	Maintain records consistent with Short-Doyle reporting requirements, including quarterly reports
13	Staff cases coming up for renewal (three months prior to expiration) Obtain renewal declaration/affidavit	Notify MH of upcoming expiration of conservatorship (at least three months prior to expiration) or of request for rehearing

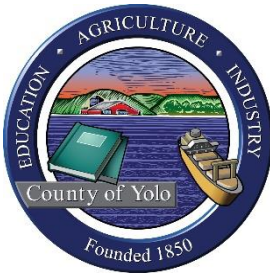
		Staff cases coming up for renewal (three months prior to expiration)
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Dispute Resolution:

If a dispute or a conflict of interest arises under the Yolo County Health and Human Services Agency, between Public Guardian staff and staff responsible for mental health treatment, regarding any of the services provided to persons conserved pursuant to the LPS Act, the procedure established in the HHSA Dispute Resolution Protocol shall be followed.

DRAFT

Item 11-e. Board Committee Reports: Communication and Education Committee



COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

137 N. Cottonwood Street • Woodland, CA 95695
(530) 666-8940 • www.yolocounty.org

Local Mental Health Board Communication and Education Committee Meeting Monday, September 26, 2016, 8:00 PM – 9:00 PM

137 N. Cottonwood, Woodland, CA 95695 – Bauer Building, Walker Conference Room

All items on this agenda may be considered for action.

James Glica-Hernandez
Chair

Nicki King
Vice-Chair

Sally Mandujan
Secretary

District 1

Bret Bandley
Martha Guerrero
Sally Mandujan

District 2

Nicki King
Tom Waltz
Juliet Crites

District 3

Richard Bellows
James Glica-Hernandez
Tawny Yambrovich

District 4

June Forbes
Robert Schelen
Ajay Singh

District 5

Brad Anderson
Lisa Cherubini
Reed Walker

Board of Supervisors Liaison

Don Saylor

Alternate

Jim Provenza

COMMITTEE MEMBERS:

James Glica-Hernandez (Chair); Vacant (Vice Chair); Brad Anderson; Sally Mandujan; Tawny Yambrovich; Nicki King

AGENDA:

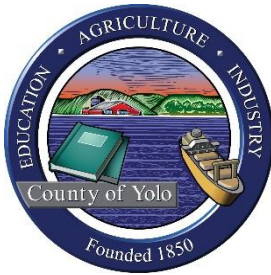
1. Call to Order and Introductions
2. Public Comment
3. Approval of Agenda
4. Announcements and Correspondence
5. Proposed Facebook Community Page for the LMHB
6. LMHB Resource Pamphlet
7. Member Tours of Local Provider Facilities
8. Future Meeting Planning and Adjournment

I certify that the foregoing was posted on the bulletin board at 625 Court Street, Woodland CA 95695 on or before Friday, September 23, 2016.

Makayle Neuvert, Administrative Services Analyst
Local Mental Health Board Administrative Support Liaison
Yolo County Health and Human Services Agency

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 and the Federal Rules and regulations adopted implementation thereof. Persons seeking an alternative format should contact the Local Mental Health Board Staff Support Liaison at the Yolo County Health and Human Services Agency, LMHB@yolocounty.org or 137 N. Cottonwood Street, Woodland, CA 95695 or 530-666-8516. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids of services, in order to participate in a public meeting should contact the Staff Support Liaison as soon as possible and preferably at least twenty-four hours prior to the meeting.

Item 11-e. Board Committee Reports: Budget and Finance
Committee



COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

137 N. Cottonwood Street • Woodland, CA 95695
(530) 666-8940 • www.yolocounty.org

Local Mental Health Board Budget and Finance Committee Meeting Monday, September 26, 2016, 8:00 PM – 9:00 PM

137 N. Cottonwood, Woodland, CA 95695 – Bauer Building, Thomson Conference Room

All items on this agenda may be considered for action.

James Glica-Hernandez
Chair

Nicki King
Vice-Chair

Sally Mandujan
Secretary

District 1

Bret Bandley
Martha Guerrero
Sally Mandujan

District 2

Nicki King
Tom Waltz
Juliet Crites

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James Glica-Hernandez
Tawny Yambrovich

District 4

June Forbes
Robert Schelen
Ajay Singh

District 5

Brad Anderson
Lisa Cherubini
Reed Walker

Board of Supervisors Liaison

Don Saylor

Alternate

Jim Provenza

COMMITTEE MEMBERS:

Richard Bellows (Chair); Vacant (Vice-Chair); Bob Schelen; Nikki King; June Forbes

AGENDA:

1. Call to Order and Introductions
2. Public Comment
3. Approval of Agenda
4. Announcements and Correspondence
5. Review and Discussion of Letter to BOS Recommending Action in Support of the Yolo County HHS Behavioral Health Services Fiscal Year 2016-2017 Budget
6. Review and Discussion of Letter to BOS Recommending Against CFMG Jail and Juvenile Detention Facility Behavioral Health Services Contract
7. Future Meeting Planning and Adjournment

I certify that the foregoing was posted on the bulletin board at 625 Court Street, Woodland CA 95695 on or before Friday, September 23, 2016.

Makayle Neuvert, Administrative Services Analyst
Local Mental Health Board Administrative Support Liaison
Yolo County Health and Human Services Agency

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To: BOS, LMHB

Subject: Proposed ADMH Budget for 2016-17

From: LMHB Budget & Finance Committee

Date: Sept. 8, 2016

Attendees: R. Bellows Chair, N. King, K. Larsen, S. Sigrist, C. Cessna Smith

Call to Order: 2:30 PM

Agenda: Review of proposed budget and recommendation to LMHB

Topics:

1. Overall Health and Human Services Budget is facing a significant multi-million dollar shortfall, mostly from changing funding streams outside of ADMH. HHSA can no longer eat various state disallowances as the department has done in the past. Community based organizations will have to cover any disallowances in their programs from their own funds.
2. ADMH is in better shape than HHSA overall because ADMH funding streams have not changed as much.
3. Karen, Sandra and Connie have identified a number of initiatives that will reduce disallowances based on improved documentation (nurse navigator), encourage vendors to bill Medi-Cal directly rather than HHSA (more paperwork for vendors, but saves money for HHSA), and other initiatives.
4. The brevity of the meeting precluded extended discussion. Karen and or Sandra will prepare a short report summarizing these new initiatives.
5. The B&F committee was impressed with these new initiatives. The committee consensus strongly supports that LMHB recommend approval of the (ADMH related) budget as submitted to the BOS.

Adjourned: 3:45 PM

Respectfully submitted, R. Bellows, Sept. 21, 2016

Item 11-e. Board Committee Reports: Program Committee

September 2, 2016

To: Yolo County Local Mental Health Board

From: Martha Guerrero

Attendees: June Forbes, Lisa Cherubini, Karen Larsen

Called to order at 10:05 am

Agenda revised and approved unanimously

Public Comments: None

Announcements and Correspondence: None

We met with Karen Larsen about the transition from having an elected Guardian/Conservator to one appointed by Yolo County.

County Plans

Appointee will be the MH Director, currently Karen Larsen.

Administrator functions of the position & the employee who currently handles them will be transferred to the sheriff's office, at Cass' recommendation. These functions concern the affairs of people who have died.

Guardian/Conservator functions of the position will be under Sandra Sigrist, who reports to Karen. County will add two 1/2-time positions; one from IHSS & the other from APS; one of them will become the supervisor.

Karen believes they need another to handle the caseload Cass has carried personally. They hope to fill it with federal dollars.

An MOU is being prepared by County Counsel for review at the next LMHB meeting. Karen will provide more details about the MOU at the Board meeting.

Future Meeting and Planning – No information was shared

Adjourned at 11:00 am

