

From: [Nolan Sullivan](#)
To: [Theresa Comstock](#); niking@ucdavis.edu
Cc: [LMHB](#); [Ian Evans](#); [Karleen Jakowski](#)
Subject: RE: Follow-Ups - Issue Briefs & Hiring MH Director
Date: Tuesday, March 29, 2022 6:31:12 PM

Good Evening,

I appreciate the correspondence and would be happy to check in soon. As you all know Karen Larsen left her position with the county 4 weeks ago. The board placed myself (Nolan Sullivan) as Interim HHS Director, Karleen Jakowski as Interim Mental Health Director and Ian Evans as Interim Public Guardian.

In Karen's past role as HHS Director she also served as the Mental Health Director. Because I do not possess licensure, I cannot fill that role in the interim.

As you likely know, the county is actively recruiting for a County Administrative Officer (CAO) position. Because my position directly reports to the CAO, the recruitment for HHS Director will not be posted until the CAO position is finalized and the new CAO can be on the recruitment panel.

Once the new CAO is hired they will provide direction with input from the board on how to permanently fill the HHS Director, Mental Health Director and Public Guardian roles. As this process moves forward we'll keep you all posted and certainly plan on soliciting input as required from all stakeholders on permanent placements.

Please let me know if you have questions or would like to meet and discuss the above or any other HHS functions.

Thank You,

Nolan R. Sullivan

Pronouns: (he/his)

Yolo County Health and Human Services Agency

We are here to help!

Interim HHS Agency Director

Do you need to book a meeting with me? Email my assistant Erin Duffey @ Erin.Duffey@yolocounty.org

Strengths: Futuristic, Significance, Self-Assurance, Adaptability and Command

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From: Theresa Comstock <theresa.comstock@calbhbc.com>
Sent: Tuesday, March 29, 2022 7:45 AM
To: njking@ucdavis.edu
Cc: LMHB <LMHB@yolocounty.org>; Nolan Sullivan <Nolan.Sullivan@yolocounty.org>
Subject: Follow-Ups - Issue Briefs & Hiring MH Director

Hi Nicki - A couple of follow-ups that might be helpful to your board members. Also, I hope you are feeling better!

A. Issue Briefs: [Crisis Care Continuum](#) [Criminal Justice](#)

B. Recruitment of Mental/Behavioral Health Director (Also see "Role & Requirements" below) - Local mental health boards should be included in this process per: WIC 5604.2 (Duty #6): "Review and make recommendations on applicants for the appointment of a local director of mental health services. The board shall be included in the selection process prior to the vote of the governing body." Below is a suggested process that was shared with CALBHB/C:

1. Two members of the MHB participated in the process. They joined a group of individuals, led by the HHS Director, including Sheriff/Probation, Public Health Official and others. The MHB members (chair and another member) participated by: A) Offering input to the set list of interview questions MHB member questions included: A question about the candidate's experience working with individuals with severe mental illness, and a question about the candidates ideas for strategies around addressing local mental health issues. B) Participating in the interviews (the chair attended one round of interviews, and the other member attended the second round). Each individual on the interview panel was given one question to ask the candidates (the first round had 7 candidates, and the second round had 2 or 3 candidates) C) There was a scoring sheet that each interviewer completed.

Role and requirements of Mental/Behavioral Health Director - What is the role of the Mental/Behavioral Health Director? Per WIC 5607: [The Director of Mental Health Services]: The local mental health services shall be administered by a local director of mental health services to be appointed by the governing body [Board of Supervisors]. He or she shall meet such standards of training and experience as the State Department of Health Care Services, by regulation, shall require. Applicants for these positions need not be residents of the city, county, or state, and may be employed on a full or part-time basis. If a county is unable to secure the services of a person who meets the standards of

the State Department of Health Care Services, the county may select an alternate administrator. The local director of mental health services shall have the following powers and duties:(a) Serve as chief executive officer of the community mental health service responsible to the governing body through administrative channels designated by the governing body. (b) Exercise general supervision over mental health services provided under this part. (c) Recommend to the governing body, **after consultation with the advisory board**, the provision of services, establishment of facilities, contracting for services or facilities and other matters necessary or desirable in accomplishing the purposes of this division (WIC 5608(c)). (d) Submit an annual report to the governing body reporting all activities of the program, including a financial accounting of expenditures and a forecast of anticipated needs for the ensuing year. (e) Carry on studies appropriate for the discharge of his or her duties, including the control and prevention of mental disorders. (f) Possess authority to enter into negotiations for contracts or agreements for the purpose of providing mental health services in the county.

Best Regards,

Theresa Comstock, Executive Director

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CALBHB/C supports the work of CA's 59 local Mental/Behavioral Health Boards and Commissions

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