



COUNTY OF SAN MATEO MENTAL HEALTH & SUBSTANCE ABUSE RECOVERY COMMISSION

Unadopted Minutes
Wednesday, April 3, 2019
225 37th Avenue, Room 100, San Mateo

BOARD MEMBERS PRESENT: Patricia Way, Betty Savin, Leticia Bido, Rodney Roddewig, Catherine Koss, Bill Nash, Don Mattei, Isabel Uibel, Yoko Ng

STAFF: Scott Gilman, Doris Estremera, Randy Torrijos, Maria Lorente-Foresti, Doug Fong, Susann Reed

BOARD MEMBERS ABSENT: Wanda Thompson, Patrisha Ragins, Sheila Brar, Mark Duri

OTHERS PRESENT (signed in):

CALL TO ORDER

The meeting was called to order at 3:12 p.m.

INTRODUCTIONS

APPROVAL OF TODAY'S AGENDA

► **M/S/C** Roddewig/passed unanimously

APPROVAL OF MINUTES

Approval of minutes from the April 3, 2019 Mental Health & Substance Abuse Recovery Commission Meeting.

► **M/S/C** Savin/Roddewig/passed unanimously

Approval of minutes from the April 17, 2019 Executive Committee Meeting

► **M/S/C** Savin/Roddewig/passed unanimously

Correspondence, Announcements, and Public Comment

A. Committee for Children & Youth Reported by Betty Savin

Next meeting will be held on April 17, 2019 at 4:00 p.m.
2000 Alameda de las Pulgas, Room 201, San Mateo

B. Committee for Adults Reported by Yoko Ng

Next meeting will be held on April 17, 2019 at 10:30 a.m.
2000 Alameda de las Pulgas, Room 209, San Mateo

**C. Committee for Older Adults
Reported by Patricia Way**

The next meeting will be held on May 3, 2019
2000 Alameda de las Pulgas, Room 201, San Mateo.

Director's Report

Contractor's Association

The Contractor's Association requested an increase in funding from the Board of Supervisors (BOS). The County Manager's Office (CMO) in cooperation with the BOS is proposing a 4% increase this year and a 4% increase next year for the county's share of their budget. Unfortunately, BHRS is already facing a deficit so there wasn't anything we could do or contribute toward an increase.

Budget

The challenges discussed previously at this meeting continue. If you recall, we put forth a variety of initiatives to close the gap but we still had to use about \$6 million of reserves. As we work into the next two years we are projecting about an \$8 million deficit that we need to close.

We aren't going to close an \$8 million dollar gap by reducing supplies or increasing productivity. There are going to be some hard decisions that we are going to have to make. This organization, from what I've seen in my two months on the job, has a long history of doing that in a very transparent and very community minded way. This commission is a place where we are going to have to have some of those discussions as we move forward over the next 7 months. The good news is that we have time, the bad news is that these aren't going to be pleasant discussions. We won't get there without those hard discussions as a community.

MHSA Update

Reported by Doris Estremera, MHSA Coordinator

Pride Center

The Pride Center was approved for a two-year extension.

Innovation Projects

While we have a budget deficit we also have the opportunity within MHSA to use 5% of the month coming in for new ideas. That 5% has to be spent that way or we send it back to the state. The committee will meet on Friday, April 5, at 1:00 p.m. to review the 20 projects that meet the criteria.

MHSA Steering Committee Meeting

The MHSA Steering Committee Meeting is on Monday, April 22, from 3:00-4:30. We will be looking at the excess revenue and we will be sharing the results of the innovations selections. You will also be hearing from the Health Ambassador Program for Youth.

Health Ambassador Presentation

A Health Ambassador:

- Improves the quality of life of families and neighbors
- Continues learning
- Increases community involvement
- Important role of community

How to Become a Health Ambassador

To become a Health Ambassador, you need to complete 5 of the following 11 courses:

1. Parent Project
2. Mental Health First Aid – Adult
3. Mental Health First Aid – Youth
4. Wellness Recovery Action Plan (WRAP)
5. Applied Suicide Intervention Skills Training (ASIST)
6. Digital Storytelling
7. Photovoice
8. Stigma Free
9. Lived Experience Academy
10. NAMI Basics
11. NAMI Family-to-Family

For more information about becoming a Health Ambassador, please contact Maria “Charo” Martinez at 650.372.6136 or email at mmartinezresendiz@smcgov.org.

Liaison, Task Force and Ad Hoc Committees

Nothing to report at the time of this meeting.

Old Business

The commission is accepting nominations for the Tony Hoffman Community Awards. The deadline to submit nominations is April 12.

New Business

Monthly Meeting Attendance

Per our by-laws we are allowed 3 excused absences per year. It is very important that we follow the by-laws and attend the monthly meeting since we only meet once a month.

Meeting Location and Time

We want to discuss with our commissioners about returning to this room for our monthly meetings and to change the start time for the meeting from 3:00 to 3:30. We would still end the meeting at 5:00 so we will need to tighten up our agenda in order to fit the agenda in that hour and a half timeframe.

Beginning with the May 1 meeting our meetings will start at 3:30 and we will meet at 225 37th Avenue, Room 100, San Mateo.

Program Presentation

BHRS: Working Together with our Community Based Providers
Presented by Douglas Fong, LMFT, Clinical Services Manager
Behavioral Health and Recovery Services

Community Based Organizations in the Youth System

- Edgewood Center for Children and Families

- Turning Point Child/Youth Wraparound Program
- SAYFE (Short-term djuntive Youth and Family Engagement)
- Transition Age Youth Full Service Partnership
- Felton Institute
 - Re(MIND) – Early psychosis program
 - BEAM (Bringing Early Awareness and Management) – Bipolar Program
- Fred Finch Youth Center
 - Out of County Wraparound Services
 - Therapeutic Behavioral Services (TBS)
 - Juvenile Hall In-Home Support Services
- StarVista
 - Therapy services for Medi-Cal clients
 - Outpatient Mental Health and Substance Use Services
 - Groups for Transition Age Youth dealing with trauma and substance use

Role of Contract Manager

- Participate in oversight and steering committee meetings
- Point of contact for contract agency staff
- Point of contact for BHRS staff
- Review contract performance
- Resolution of grievances with the Office of Consumer and Family Affairs

Request for Proposals

Presented by Susann Reed, Contracts Manager
Behavioral Health and Recovery Services

Request for Proposals (RFP)

- Is a formal solicitation process when funding is over \$100,000
- To conduct a fair and open process in the selection of providers
- To determine the best value to the County and its residents in meeting stated needs

Steps for the RFP

- Identify needed services
- Drafting and approval of the RFP
- Release the RFP
- Proposers' Conference and Q & A
- Proposal Evaluation
- Recommendation to Health Chief
- Contract with selected provider
- From start to finish it takes 6-8 months to complete an RFP

Why Are RFP's Important

- It ensures that all qualified independent contractors are given an opportunity to be considered for providing services to the County
- RFP's are reviewed to determine the "best value" in which we weigh efficiency, experience, quality, and economy
- Provides a competitive process
- Ensures public funds are well spent

Can We Waive the RFP Process?

An RFP is required when the funding is over \$100,000 except in the following circumstances:

- Long-term locked facilities without specialized treatment programs
- Individual private psychiatrists, psychologists, therapists and group practices
- Psychiatric inpatient hospital services
- Housing services and related supports
- Services required for clients placed in out-of-county facilities by other agencies
- School-linked services in which mental health services are a component
- It is in the best interest of the County
- Sole source

Become an Evaluator

- You can help us recommend the selection of a quality provider by becoming a member of the Evaluation Committee for an RFP
- Time commitment of approximately 10 hours
 - Read RFP and Q & A
 - Read all proposals
 - Complete evaluation sheet on each proposal
 - Attend Evaluation Committee meeting and share your findings
- Contact Chantae Rochester if interested via email at crochester@smcgov.org

Meeting Adjourned:

The meeting was adjourned at 5:00 p.m.

Next MHSARC Meeting:

May 1, 2019 from **3:30-5:00 p.m.**
225 37th Avenue, Room 100
San Mateo, CA 94403

Next Executive Committee Meeting:

Wednesday, May 15, 2019 at 3:00 p.m.
2000 Alameda de las Pulgas,
Suite 200, Room 207, San Mateo

PLEASE BE SURE TO CONTACT CHANTAE ROCHESTER AT 650.573.2544 IF YOU ARE UNABLE TO ATTEND EITHER THE MHSARC OR EXECUTIVE COMMITTEE MEETING.

In compliance with the American with Disabilities Act (ADA), auxiliary aids and services for this meeting will be provided upon request when given three-day notice. Please call 650.573.2544.