

MINUTES  
San Bernardino County  
**BEHAVIORAL HEALTH COMMISSION MEETING**  
October 1, 2020 - 12:00-2:00 pm

**Commissioners Present:** Vickie Mack, May Farr, Carol Kinzel, Jennifer Silvestri, Akin Merino, Jennifer Spence-Carpenter

**Excused Absence:** Lorrie Denson, Monica Caffey Veatrice Jews, Michael Grabhorn,

**Absent:** Susan McGee Stehsel, Catherine Inscore Christopher Masa

**Guests:** Not available, guests attended via webex.

Minutes recorded by Raquel Ramos, Clerk of the Behavioral Health Commission (BHC).

**CALL TO ORDER/ ROLE CALL**

Vice Chair Carol Kinzel called the meeting to order at 12:05 p.m. and roll call followed. The group reviewed the agenda.

**Tab 4:** Review Minutes of September 3, 2020.

No quorum present, item tabled for November meeting.

**PUBLIC COMMENTS**

No public comment.

**CHAIRPERSON'S REPORT**

Chair not present.

**COMMISSIONERS' REPORT**

**First District:**

Commissioner Vickie Mack shared she assisted in connecting someone to crisis services. Crisis services assisted with emergency housing. Governor Newsom just passed bills related to mental health, she shared her excitement for the Peer Specialist Certification bill.

**Second District:**

Commissioner May Farr shared that she too is excited for the bills related to mental health that recently passed. This will result in more mental health services for children in school. She spent most of the month traveling and assisting her sick son.

Commissioner Carol Kinzel acknowledged the death of her husband and thanked everyone for their support. She is continuing her work with Rim Communities Youth Organization and the Mountain Homeless Coalition. The Mountain Homeless Coalition plans to purchase cabins in Big Bear for housing for the homeless and low-income households.

New Commissioner Jennifer Silvestri informed the group that she completed Commissioner Orientation and thanked Dr. Veronica Kelley for her time.

**Third District:**

No Commissioners present for the Third District.

**Fourth District:**

Commissioner Akin Merino shared she is continuing to work with trauma informed care and is working with Faith Based Organizations. She encouraged everyone to stay safe and be well.

Commissioner Jennifer Spence-Carpenter shared she attended the Recovery Happens virtual event, a Commissioners meet and greet hosted by the Board of Supervisors, and is continuing with addiction training courses.

#### Fifth District:

No Commissioners present for the Fifth District.

#### Tab 5: SUBJECT MATTER PRESENTATION: Strategy During Times of COVID

Presenter: Michael Knight, Assistant Director

- Today's presentation will cover the DBH strategic planning process, three major initiatives, eight areas of focus, preparing for the unexpected and how DBH is moving forward.
- DBH's strategic planning process involved a two day work session analyzing the departments strengths, weaknesses, opportunities and threats. The group engaged leadership, identified initiatives, developed goals and communicated a plan to engage staff and eventually execute the plan.
- The three major initiatives/goals are: evaluate and expand resources, improve efficiency, administrative and agency leadership and retention of staff.
- The eight areas of focus are: 1) Assess internal DBH programs services for overlap, duplication, and redundancy. Consolidate system-wide processes, where possible, to eliminate duplication of staffing and maximize staff knowledge, skills, and abilities. 2) Determine and develop a unified process for report development, outcome tracking, reporting and revenue monitoring and standardize the use of billable and non-billable codes being used across the department. 3) Continue EHR implementation, ensuring that billing and data reporting functionalities will fully meet the need of DBH. 4) Assess external partnerships and DBH funding of those partnerships to determine opportunities for realignment (homelessness, housing, and juvenile justice). 5) Develop a communication and change management strategy to address the agency's strategic priorities. Including, an accountability structure that incorporates feedback and reporting of strategic initiatives. 6) Develop an internal professional development program that incorporates leadership development and allows for the development of specialized clinical skills across all program divisions. 7) Continue to evaluate growth of administrative programs in alignment with growth of direct service programs. This could include an evaluation and incorporation of an agency-wide grants management function. 8) Develop a plan for directing resources based on federal, state and local priorities.
- During the pandemic, DBH had to figure out: how to keep clients, staff, and the community safe, how to continue to provide services, how to continue to improve the DBH system and how can DBH find opportunity in this situation.
- DBH communicated, engaged subject matter experts, developed an action plan, communicated, created buy in, communicated, executed, checked in, communicated and adjusted plans as necessary.
- DBH was still able to work on the three major initiatives/goals: evaluate and expand resources, improve efficiency, administrative and agency leadership and retention of staff.
- DBH assessed external partnerships and DBH funding of those partnerships to determine opportunities for realignment (homelessness, housing, and juvenile justice); continued to evaluate growth of administrative programs in alignment with growth of direct service programs, and develop a plan for directing resources based on federal, state and local priorities.
- DBH assessed internal DBH programs services for overlap, duplication, and redundancy; consolidated system-wide processes, where possible, to eliminate duplication of staffing and maximize staff knowledge, skills, and abilities; determined and developed a unified process for report development, outcome tracking, reporting and revenue monitoring and standardize the use of billable and non-billable codes being used across the department; and continued EHR implementation, ensuring that billing and data reporting functionalities will fully meet the need of DBH.
- DBH developed a communication and change management strategy to address the agency's strategic priorities, including, an accountability structure that incorporates feedback and reporting of strategic initiatives; and developed an internal professional development program that incorporates leadership development and allows for the development of specialized clinical skills across all program divisions.
- For more information or questions on this presentation, please contact Michael Knight at [Michael.knight@dbh.sbcounty.gov](mailto:Michael.knight@dbh.sbcounty.gov).

#### NEW BUSINESS – ACTION ITEMS

Identify Commissioner to Prepare Presentation Findings:

- Commissioner Vickie Mack, volunteered to prepare today's presentation memo of findings.

#### Establish Annual Awards Ceremony Selection Committee

- Vice Chair Carol Kinzel volunteered.
- Due to low attendance, it was agreed for Clerk Raquel Ramos to email the entire Commission to solicit for 2-3 additional volunteers.

#### Establish Election of Officers Committee

- Commissioner May Far volunteered.
- Due to low attendance, it was agreed for Clerk Raquel Ramos to email the entire Commission to solicit for 2-3 additional volunteers.

### DIRECTOR'S REPORT

Dr. Veronica Kelley provided the following report to meeting attendees:

- Leonard Hernandez was announced as the new County Executive Officer for San Bernardino County.
- There are also additional changes taking place at the Board of Supervisors in the coming months. As you know Supervisor Lovingood and Supervisor Gonzales will be leaving office.
- Mental Illness Awareness week will begin October 4. This year's theme is 7 days 7 ways, focusing on 7 mental health concerns: anxiety disorder, bi-polar disorder, psychosis, eating disorder, major depressive disorder, PTSD and substance use disorder.
- Budget impacts continue. The Executive Team is meeting on Monday to continue to plan for the decreasing budget.
- As Commissioner Mack stated during her report, the Governor signed a number of bills related to mental health. SB803 creates a state-wide certification process for peers. This will allow us to utilize peers more effectively and really validates their role from a legislative perspective. Its important to note, that though this moved forward, the state is not funding this, counties are. SB855 ensures mental health and addiction services get the same attention as physical health in the commercial insurance side. SB 1055 allows for MHSA dollars to fund certain substance use disorder services. AB890 reduces restrictions on Nurse Practitioners, it allows them to be able to practice without the direct supervision of a physician. AB212 creates an office of suicide prevention in the California Department of Public Health. AB1976 changes Laura's Law slightly, requiring counties to opt out of Laura's Law via board resolution.
- Dr. Kelley is presenting on the DBH continuum of services to all of the housing provider network partners that work with homeless folk. DBH wants to assist in providing services and introduce the providers to Inland Empire Health Plan and Molina.

### OUTSIDE AGENCY REPORTS

- Michelle Dusick provided an update on the Mental Health Services Act. She invited everyone to the next Community Policy Advisory Committee meeting October 15 to discuss the department's economic forecast around MHSA and updates on services in response to the economic crisis. Then a report will be posted to reflect these changes. Information will be posted for 30 days to collect feedback then all information will be included in the next MHSA Annual Update.
- On October 15 the Cultural Competency Advisory Committee is taking place virtually. All are welcome and encouraged to participate in the subcommittees.

### ADJOURNMENT

Meeting adjourned at 1:23 p.m.

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*Carol Kinzel, Vice Chair*  
Behavioral Health Commission

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*Raquel Ramos*  
Clerk of the Behavioral Health Commission