

MINUTES
of the
Mental Health Planning Advisory Council
Executive Committee
meeting on
Tuesday, September 21, 2010
held at
Division of Mental Health and Developmental Services (MHDS)
4126 Technology Way, Second Floor Conference Room
Carson City, Nevada 89706

1. CALL TO ORDER, ROLL CALL, INTRODUCTIONS – RENE NORRIS, CHAIR

Alyce acted as Chair in Rene's absence. Alyce called the meeting to order at 1:39 pm. Roger did a verbal roll call. Tanya completed the sign-in sheet.

Members Present:

- Phinney, Cody – MHDS
- Polakowski, Ann – DCFS (via teleconference in Las Vegas)
- Thomas, Alyce – Consumer (via teleconference in Las Vegas)

Members Absent:

- Norris, Rene – Family Member
- Peterman, Patricia – Family Member - excused

Staff and guests:

- Benitez, Tanya – MHDS/MHPAC Admin. Asst.
- Mowbray, Roger – Grant Writer

2. REVIEW AND APPROVE MINUTES FROM PRIOR MHPAC EXECUTIVE COMMITTEE MEETING ON 7/28/2010

Alyce asked for discussion of the minutes. Cody motioned to accept the minutes as written. Ann seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

3. REVIEW AND APPROVE AGENDA FOR OCTOBER 5, 2010 QUARTERLY MEETING

Alyce asked Roger to go over the quarterly agenda. Roger said the first two items are standard roll call and review the minutes. The third item is gubernatorial candidates. This came from the training, Judy Stange had suggested that the Council attempt to invite the candidates for Governor to the meeting. He initiated the contacts. Brian Sandoval is not available that day. Rory Reid's office requested a brief email describing the meeting. Roger drafted the email and forwarded it to Rene for her review. He thought it would be best coming from the Council Chair. Alyce asked if it can come from the Executive Committee if the Chair is not available if the Committee so desires. Alyce asked the Committee their thoughts. Ann said she would like the Chair to review it. Roger has contacted the Chair and he has not received a call back or a return email. Ann said the challenge for her is that both the Chair and Vice Chair are out. Alyce is here, but the other members of the Executive Committee are state employees. Cody agreed with Ann. She feels both her and Ann should be recused from this issue. She does not want to be perceived as having influence on this particular issue. Ann said they have restrictions in regard to politics due to being state employees. Alyce asked if an email could be sent to the Chair and Vice Chair. Alyce asked if she can send the email. Cody said there could be an open meeting issue. Roger said he spoke with Dr. Cook and his response was for what purpose. Roger said the request was to focus on how to advocate during the economic hardships and to provide the candidates some background information as to what the Council does. Discussion ensued.

Ann motioned to table the item of the candidates. Cody seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Roger said item three will not be on the October agenda. Item number four is to give Cody time to address the Health Care and Health Homes.

The next item is the Commission update. He spoke with Kevin Crowe, who had to go back east for about six weeks. He will not be available to attend the Council meeting. Roger has information on the letter that was sent by the Commission to the Governor. They received a response this year. He will attempt to contact Kevin Quint and see if he can provide an update. Cody did attend the major part of the meeting.

The next agenda item is Division updates. Roger said Corrie received an email from SAMHSA announcing a number of grants that were awarded for telemedicine. He believes there was one small grant given in Nevada, Corrie's question was did anyone apply for these grants. Roger did not have the answer. He said the Department of Health and Human Services (DHHS) is soliciting proposals for grant writers and several other services. There may be some

information to share in regard to this. He believes the intention is to have a pool of grant writers to perform duties that all of the Divisions within DHHS used to have staff to do, but no longer have due to budget cuts. There are opportunities available. If there is something that comes up between now and then as to what the department will be doing on seeking funding outside of the normal standing grants that come in. Roger thought because the issue has been raised about funding opportunities and if there is anything to share, he would suggest that it be included in division updates. Comments have been made about administration not getting federal money, when people may not realize what a cumbersome convoluted process it is. Cody said they probably will not have much in regard to the budget. She has not had an opportunity to discuss with Dr. Cook any information that he would like to share. Ann will check with Patti and see what they would like her to share. She asked to have the time shortened to half an hour.

Membership issue's is the next item on the agenda. Roger said one is Judge Cooley has missed all three meetings this year. There are steps in the bylaws that should take place. Roger read from the bylaws "two absences from regularly scheduled meetings, which include regular MHPAC meetings and/or Executive Committee meetings in any twelve month period without sufficient or overriding reason will be considered unexcused and may constitute grounds for the Council recommending the members removal from the Council to the Governor. At each regularly scheduled meeting absences will be noted and indications or excused or unexcused will be noted. The Chair will determine if the absences are excused or unexcused at the time of the next scheduled meeting." The bylaws define excused and unexcused absences. Then it goes on to say: "When a member has a second unexcused absence within a twelve month period, the Chair will send a notification letter to the member that the Council intends to take action at the next scheduled meeting." Cody asked if that had been done. Tanya stated the letter had been sent prior to the August meeting, and she recently sent another letter in regard to the third meeting missed, stating that action will be taken. Roger continued with the bylaws; "At that meeting the member will have an opportunity to refute the action or the Council will proceed with the removal process. The removal process shall be a simple majority vote to recommend the removal to the Governor for action." Roger asked if Tanya was able to find in previous minutes how the agenda item was worded. Tanya said she was not, due to the previous one not reaching the stage of being on the agenda. The person attended the meeting or sent a proxy. Roger asked the Executive Committee if membership issue's is descriptive enough or should they be more specific. Ann, Cody, and Alyce said it is fine. Roger said the other item they will need to mention is that Howard Castle is retiring on November 1st. He has been in contact with DETR to start the process of identifying a replacement.

Conference/travel update is a standing item. They will be able to report on the upcoming block grant defense.

Committee updates is a standing item. Layne will be covering for Patricia while she is out. The Clubhouse is meeting this week and will have a report. Roger has sent the rural monitoring draft to Dr. Ghertner and Barbara Legier, and at the last meeting they made tentative plans for Laughlin in January. Alyce said she just received paperwork in the mail in regard to the bags for Mental Health Month. The bags are ready to go. Cody said she needs something with a picture for the bag. Cody has a tentative go ahead. Everyone is excited this year. Alyce said there is a lot of excitement and interest in the bag.

The remaining agenda items are public comment, set the next meeting date, and adjournment. Roger asked if at this meeting they set the meetings for the next calendar year. Tanya said they set the first meeting of the year and then at the first meeting of the year they set the meetings for the rest of the calendar year. Roger suggested that they think about an appropriate time to have the meeting and look at having it prior to the legislative session starting. Tanya said they have an hour and a half open in the agenda. No one turned in an agenda request. Roger said he will have the block grant application to Tanya so they can distribute to the members. Cody said the Legislature starts on February 7, 2011. Roger asked when everyone feels would be an appropriate time for the next quarterly meeting. Cody and Ann said before the session starts. Ann said she believes they will lose a lot of Council members if it is done during the session. Alyce agreed they should not have the meeting during the session. Cody said before and then if they need to prepare for anything it will give them the opportunity to prepare.

Cody motioned to approve the agenda with changes. Ann seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

4. PUBLIC COMMENT

No public comment made

5. SET DATE AND TOPICS FOR FOLLOW-UP MEETING

Date will be set at a later time.

6. ADJOURNMENT

Ann motioned to adjourn the meeting. Cody seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Meeting adjourned at 2:20 pm