

MINUTES
of the
Mental Health Planning Advisory Council
Executive Committee
meeting on
Friday, February 5, 2010
held at

Nevada Division of Mental Health and Developmental Services (MHDS)
4126 Technology Way Second Floor Training Room
Carson City, NV 89706

1. CALL TO ORDER, ROLL CALL, INTRODUCTIONS – Rene Norris, CHAIR

Rene called the meeting to order at 9:21 am. Roll call completed verbally. The administrative assistant completed the sign in sheet.

Members present:

- Norris, Rene – Family Member
- Peterman, Patricia – Family Member
- Phinney, Cody – MHDS

Members absent:

- Polakowski, Ann - DCFS
- Thomas, Alyce –Consumer

Staff and guests:

- Benitez, Tanya – MHPAC Administrative Assistant
- Mowbray, Roger – Grant Consultant

2. REVIEW AND APPROVE MINUTES FROM PRIOR MHPAC EXECUTIVE COMMITTEE MEETING ON 12/16/2009

Rene asked for any comment on the minutes from 12/16/2009.

Cody motioned to accept the minutes as written. Patricia seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

3. BLOCK GRANT BUDGET UPDATE

Rene turned the floor to Roger. Roger said he had sent a spread sheet with two sections. The first is the Council's state fiscal year 2010 budget actual vs.

projected as of 1/28/2010. He focused on out of state travel; instate travel, and rural monitoring. As of 2/4/2010, there has been an edict handed down from the Governor's Office to all agencies about travel, essentially requiring all non-essential travel being cancelled and all out of state travel, regardless of the source of funding, be eliminated. Roger asked Cody for additions. Cody confirmed that all travel will be eliminated and there were not any exceptions based on the funding source as they have sometimes seen in the past. There is a process being put into place by which the Governor's Office could be requested to approve particular travel. It would have to go through the division, the department, and then the Governor's Office and be approved at all levels. She does not foresee a lot of exceptions will be made. At this point all travel is being cancelled and eliminated. Rene asked how that is going to affect CMHS conference in June that is a requirement of the Block Grant. Cody said that is not clear. There are several Block Grants with similar circumstances to that. She is providing a report on the items that are required by the grant that they attend. At the moment, no additional travel is being booked. Rene made comment about members are now putting in requests to go to the conferences and now they will not be allowed to go. Cody said the Council can continue to accept the requests. She does not believe that they will be approved. Roger said the fiscal department anticipates that the federal block grant will remain close to the same; however, the significant shortfall in the states revenue is going to require that the 3.6 million be reallocated to fill holes created by the states shortfall. Patricia asked if the state matched the funds. Roger said there is maintenance of effort; which he believes the requirement is that every year the amount that the state contributes must exceed the average of the two prior years. They already anticipate that when the 2011 Block Grant is submitted, that Nevada will not meet that requirement. There are provisions in the Block Grant application for an exception. It is based on the states revenue collection and the states unemployment, both of which Nevada meets. Nevada along with other states will be submitting an exception. Patricia asked if the Block Grant would be penalized. Roger said he doesn't anticipate but he is not sure. Roger said based on what he has heard any out of state travel between now and June 30th is cancelled. There are four people that the Fed's pay for directly that does not come out of the Block Grant. Cody will explore whether that will be allowed. The four designated are the Adult Planner, the Child Planner, Council Chair, and IT.

Roger said in regard to instate travel, the next meeting in April is scheduled for Las Vegas. That would mean that Cody, Tanya, Patricia, and Roger would have traveled to Las Vegas. Now the Council will have to video conference. It appears that the host can only call into two. The Council now has someone in Laughlin, Elko, and Fallon. The Council may have to ask the members in those areas to call in on teleconference. Rene verified that it has been done in the past. Roger said this is for the one remaining meeting this fiscal year.

The plans for the training in August scheduled to be in Reno. At this point, the edict that Cody discussed only applies to the current fiscal year through June 30,

2009, however, there is no indication that this will change after July 1, 2010. Roger asked if the state paid for Judy to travel last year. Tanya clarified that they did not. Roger suggested the possibility of two sessions, one in the north and one in the south, or video conference the one. Rene said in the planning council 101, maybe they can have Judy in Reno and Alyce, who has taken the training, could help facilitate it in the south. She said she would need to discuss with Alyce first. Roger asked if Tanya would pass the information on to Judy. Discussion ensued. Patricia asked if it would be possible for the training to be two days, where Judy does one day in Las Vegas with those in the north video conferenced in and the second day in Carson City/Reno and video conference with Las Vegas so that everyone has the opportunity to have questions answered and all get a chance to have the federal people onsite doing the facilitation. Rene said they really need to ask Judy. Cody suggested having Tanya contact Judy with all of the ideas and see what Judy can work out. She will at the division level work on ways for those in the more remote areas to be able to attend. Rene said the people would need to be in a location where they can at least see it via video conference. Patricia asked if the Fed's would fund those in the rural areas to come into Las Vegas or Reno. Cody said this information just came in on 2/4/2010 and the details have clearly not been worked out. She believes that Roger is correct; there is nothing that indicates the financial situation is going to be any different than it is right now. Cody said that everyone will have to do the best they can and know that it is probably not going to be ideal. Cody said the only exception to travel is travel that is required to protect life and safety.

Rene asked if they can lose the Block Grant if they don't send the people. Roger said he is researching and looking at the requirements. Patricia asked about the federal mandates that the Council is required to do. Roger will look at the specific statutes. He believes that as a part of the Block Grant, the state is required to have a Council and the Council is supposed to review the Block Grant, serve as an advocate, and monitor the services provided, and Nevada does that through rural monitoring. Roger will find out how much is required, how frequent the meetings are required to be, and even the number of members that are required to be on the Council. Patricia is concerned about the states compliance. Roger said the application and implementation report are reviewed in very broad terms. Patricia said in the past when travel had been cut, those whose travel was funded by other sources traveled just fine. Cody said this is unusual, in the past it has been those funded by other sources traveled without problems. The extent of this fiscal crisis is also unusual. That is why the measures are so drastic. There is real concern with the extent of this fiscal crisis and the ability to fill the deficit for this fiscal year (there are only four months left). Patricia clarified that they are also attempting to cut the overhead.

Roger went over the budgeted vs. actual travel. The money that can be saved by not traveling can be used to supplant areas in the general fund where money is not available for items that the Block Grant partially funds. Roger gave an example of an item funded half by the Block Grant and half by general fund. Roger said

there are items like mileage for Council members in Las Vegas to travel to the meeting location need to be worked out. Cody said they did specifically ask that question. They are not sure if the Council will be able to get an exception for that. Rene said until recently, they never got reimbursed for mileage unless it was over 15 miles one way. Roger said around the time he started, the state adopted the federal general service administration rules for travel. He believes that is what changed both the mileage and the per diem. Cody said one of the items that came up is if they do not have the paperwork for at least the anticipated travel, that if something were to happen, then the person is not on travel status and the state will not be able to trigger the worker's comp and other insurance that the person would be entitled to if the person was on state business. Cody reiterated that the edict just came down the day prior and as things become clearer, they will let everyone know.

Rene said as far as deciding what will happen with the monies, they need to wait until things become clearer. Roger explained the process of the movement of money. He said he is very confident that the money from the Block Grant will be spent in the appropriate allowable expenditures. When the Council reports on the Block Grant they need to explain what community based services the monies were spent on.

Cody said she would be able to prepare a report. She said Dr. Cook may be willing to provide a report at the next meeting as to the status. Rene said with the current situation it would be important for both MHDS and DCFS to provide the information. Cody said Diane Como would be the contact with DCFS. Patricia asked if it would be possible for Cody to pass on more information as to exactly where the cuts are being made and how it will affect the mental health community. Cody will provide the information as it becomes public. Rene said if it is something that the Council needs to be advocating for they will not be able to wait until the next quarterly meeting. Cody said what is not yet known is what will be announced at the State of the State address. Roger said the 10% cuts saved only 300-400 million and the deficit is closer to 800 million. Patricia clarified that they can find out when it becomes public. Rene asked once the information is made public, it is done. Cody and Roger said no. When the special session is called, that will be where advocacy can take place. Cody said there should be a little time between the announcement of the plans and the session. Rene confirmed that with the no travel edict, they will have it so that testimony can be accepted via video conference. Roger said they normally have a room available at the Grant Sawyer Building if they are accepting testimony. Discussion ensued in regard to the special session.

Cody reminded everyone that unless a person is authorized to speak for the Council, they must identify themselves as an individual. Rene said that when information is sent out in regard to the special session, this needs to be reiterated.

4. OUT OF STATE TRAVEL

Patricia motioned to table discussion of travel until they know the extent of the budget crisis from the result of the State of the State address and special session. She asked Roger to provide to them as much information as he is able. Cody seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Roger went over the conference request form. Rene asked to have the date received, approved/ reason not approved, date to report to Council. Roger went over what the agenda request has at the bottom.

Cody motioned to accept with revisions. Patricia seconded.

UNANIMOUS VOICE VOTE: MOTION CARRIED

5. AGENDA ITEMS FOR 4/6/2010 QUARTERLY MEETING

Cody verified that the Council would like to have Dr. Cook speak in regard to the budget. Roger said he would arrange to send an invite to Diane Como and Dr. Cook to have them come and speak at the meeting.

Roger went read the draft agenda. Tanya read the agenda requests. Recommendation for use of alternative resources: Roger said according to his notes, and the Executive Committee discussed this at the December 4th meeting for consideration on the January agenda. It was decided that the January agenda was full and it was thought that it would be more appropriate for it to be done at the April meeting. Rene said if he has any handouts, he will need to get them to Tanya.

Tanya said there was one other that is outstanding from the last meeting. At the last meeting they had requested additional information from Constance in regard to this item. There has not been any response. Rene said until the Executive Committee receives the additional information it can not be placed on the agenda. Cody asked if there is a way to note it on the form. Rene asked if they should send another request for the information stating if they do not hear anything from her the agenda item will be denied. There was mention of the lack of response and question as to whether she has decided not to be a part of the Council.

Cody asked if Roger had received member confirmation from the Governor's Office. Roger said he had not requested the member list from the Governor's Office as of yet. He explained the reason behind the request is they have not received the reappointments for Cody and Ann yet. Roger said he will send a request to the Governor's Office and once he receives the list and if she is still on

the list, he will send another letter to her and that they are lacking information and it will not be considered again.

Cody motioned that Roger do the afore mentioned. Patricia seconded.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Discussion of time needed for budget updates from DCFS and MHDS ensued.

Cody motioned to accept the agenda with revisions discussed. Patricia seconded motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

6. MEMBERSHIP UPDATE

Roger said he has received confirmation that Alisha Ash and Denice Pinder have been approved by the Governor's Office. Roger said the consumer and family member positions will be full. He asked if there had been any word from Education. Tanya said she has not heard anything from education. She has however received Denice Pinder's letter of appointment yesterday.

Roger said as earlier mentioned, they have not heard back on Ann, Cody, or Steve's reappointments. Rene asked what this means for the Council. Roger said he will be sending a list to the Governor's representative that handles the member lists, asking about the status of the three applications and confirmation of everyone else's name and term of office. Tanya said Ann and Cody's appointment is set to expire on April 5' 2010. Cody asked if they are obligated to serve until they are replaced. Roger said he believes that is the Commission. Roger will send that immediately.

7. NEW MEMBER ORIENTATION

Tanya will contact Judy to discuss how to best accomplish the orientation when they are operating with different locations. Roger suggested the orientation on the day prior to the meeting. He said the meeting works better if the orientation is prior to the meeting. The Council may need to consider having orientation on the 10th and 11th and the meeting on the 12th. Rene asked if the dates can be tabled until the next Executive Committee meeting.

Patricia motioned to table the member orientation until the next Executive Committee. Cody seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

8. MHDS COMMISSION INTERACTION UPDATE

Roger said he spoke with Dr. Kevin Crowe. Dr. Crowe indicated that the Commission is making very good progress toward their strategic plan. It is following along the same lines as what the Council did at their January meeting. Dr. Crowe continues to assure Roger that the Commission is very interested in collaboration with the Council and the Council is repeatedly mentioned and brought up as a partner with which the Commission wants to interact. There are two meetings scheduled March 18th and 19th. March 18th is for the MHDS portion and the 19th is the DCFS portion. Both of the meetings will be video conferenced. Roger will be participating in those via video conference. Rene asked if the Commission is allowed to lobby. Roger said they advocate, they are responsible for promulgating regulations, and he believes that they have the ability to present suggestions for bill drafts. They present a change to the statutes that they would like to see. They are also involved in testifying on various aspects, again from a position of authority. Rene asked if they will be able to testify at the special session. Roger was not sure. Rene said maybe they should get together and share thoughts. Could they be the voice for the Council? Cody asked if Roger can let Kevin Quint know that the Council is interested in cooperating in that aspect. Rene said if the Council can take their recommendations to the Commission and the Commission can take it to the next step. Patricia said to her knowledge the next regular session is next year, so in February don't all agencies start preparing their bill draft requests (BDR's) for consideration by the Legislative Counsel Bureau. If the Council could get some people to work with the Commission to do the BDR, it would be great. Roger said the BDR's are due no later than May he believes. Cody said it seems that it would be appropriate for the two Chairs to be in contact with each other. Roger said he will contact both Dr. Crowe and Kevin Quint and get a better understanding of how they are going to proceed. Rene said that she believes the Council's recommendations would be taken more seriously if the Commission could provide a voice for the Council. They can help each other out. Then they are not duplicating. Cody said in the advocacy role, the more who are advocating for the same thing it will not hurt. Rene asked if Roger can invite Kevin Quint to the next Executive Committee meeting when they are discussing the Legislative items. Rene said if they can get the collaboration going during this crisis and the Council members are able to see what a benefit it is for them to be working together, there will not be the adverse response to the Council giving the Commission money. Patricia said that at the last quarterly meeting, Dr. Crowe invited her to attend the Commission meeting and she would like to verify that it is ok. Rene said she would like someone from the Executive Committee to attend. This way, the Council is showing their interest and that they want this collaboration to work.

9. COMMITTEE UPDATES

Roger said that he asked to have these put on the agenda because he had some questions in sun setting the child transition committee.

- **CHILD TRANSITION**

Rene asked if they had received the information from Lydia that they needed. Patricia said Lydia has been ill. Patricia will continue to make contact with her. Roger said they were waiting on Lydia to provide the finalization on the MOU. Rene asked if there is anyone else they can contact. Patricia said she can ask another person on the consortia.

- **RURAL MONITORING**

Roger said he is working on the revision of the draft he submitted. He should have a good draft available to all of the members for the meeting on the 23rd. At the meeting they will be able to decide what they can do regarding the next monitoring visit.

- **CLUB HOUSE**

Rene said that Judy is in the process of working on this.

- **CHILD AND ADOLESCENT SERVICES**

Patricia said she has been doing some research on statistics as to where they are falling short in child and adolescent services. She met with one of the child psychiatrist in the Reno area that runs the program at UNR. She is going to send a request to the other members as to what they have learned and set up a meeting to go over their mission, goals, and have everything set in place, so at the next quarterly meeting they can present exactly what the committee is going to be about.

10.STATUS OF PC'S ASSIGNED TO THE COUNCIL

Cody said they have received two of the computers. The IT department has one of them and is working on the updates. It appears that it may have to be replaced. Due to the budget crisis issues, she is discussing with them about how they can do this least expensively and still provide the information that the Council needs to have. The second computer that they have received is being shipped from Las Vegas. MHDS should have it by next week. Rene said the one that is already there would not charge. Cody said the technician that is working on it indicated that there are even worse problems than that. Rene said it only worked for a short time. Cody said it is pretty old and had some pretty old stuff on it. Cody said

they have not received the last one back yet. Rene asked if they have heard from Judge Cooley in regard to the computer. Cody said she spoke with her and Judge Cooley indicated her willingness to return it. She has since turned it to Roger. Roger said he is taking three steps. Contact by phone, email, and letter. He said he left a message on her phone, and he has emailed her. Cody said she did actually speak with her on the phone. Rene said they may have the same issue with her laptop because all of them are old. Cody said she is exploring if they have equipment that can be used for the Council that is still functional. Rene asked if they can use the travel money to replace/fix the computers. Cody said that the computers do have to be purchased through state purchasing and they all have to be the same specs. She is a little concerned about getting the last one back. Rene said she signed an agreement stating if she doesn't turn it in she will have to pay for it. Cody said they can certainly have the Attorney General's Office send her a bill. Roger will continue to contact her.

11.PUBLIC COMMENT

No public comment.

12.SET DATE AND TOPICS FOR FOLLOW-UP MEETING

Rene asked if they want to meet before the special session. Patricia asked if there will be enough public information prior to the special session. Cody asked what the public posting requirements. Tanya responded that she has to have three business days.

Meeting set for February 18, 2010 at 9 am.
Agenda to be budget update, Council member orientation.

Cody motioned for the meeting to be 2/18/2010 at 9 am.
Patricia seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

13.ADJOURNMENT

Cody motioned to adjourn. Patricia seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Meeting adjourned at 11:37 am.