

MINUTES
of the
Mental Health Planning Advisory Council
Executive Committee
meeting on
Monday, September 28, 2009
held at
Nevada Division of Mental Health and Developmental Services
4126 Technology Way, Second Floor Conference Room
Carson City, Nevada 89706

1. CALL TO ORDER, ROLL CALL, INTRODUCTIONS

Alyce called the meeting to order at 1:12 pm. Everyone on the phone introduced themselves and Tanya completed the sign in sheet.

Members present:

- Cooley, Judge W. – Consumer, Vice Chair (via teleconference)
- Norris, Rene – Family Member, Acting Past Vice Chair (via teleconference)
- Thomas, Alyce –Consumer, Chair (via teleconference)

Members absent:

- None

Staff and guests:

- Benitez, Tanya – MHPAC Administrative Assistant
- Mowbray, Roger – Grant Consultant (via teleconference)
- Phinney, Cody - MHDS

2. REVIEW AND APPROVE MINUTES FROM PRIOR MHPAC EXECUTIVE COMMITTEE MEETING ON 7/8/09

Alyce asked if all had reviewed the minutes. Judge Cooley stated she did not have an opportunity to review the minutes. Alyce tabled the minutes until the next meeting.

3. REVIEW AND APPROVE PENDING AGENDA REQUESTS

Tanya read the agenda requests. Alyce asked if the request regarding an Ombudsman was to bring to the attention of the Council or does the person

requesting the item wants the Council to vote on having an Ombudsman. Tanya said she believes it is to bring it to the attention of the Council that they do not have an Ombudsman. She said that the form does not have the time allotment needed, nor does it state whether there are any attachments. Rene said that the Council has already been made aware that there is not one at numerous meetings. She said the Council has stated before that they can not go in and monitor in the prisons because the prison mental health is under the prison system, not under mental health. Rene asked Judge Cooley what she thought. Judge Cooley said this item is unclear, so she thinks the person who proposed the item needs to provide more information. Alyce said she would like a little more clarity. Judge Cooley said if the person could break it down into parts into what she wants, it would be easier for the Council to have a meaningful discussion and come up with some points of action. Alyce concurred and asked Judge Cooley for suggestions on how to address. Judge Cooley asked Roger to call Constance and let her know that the Executive Committee is attempting to address her request but they are unclear as to exactly what issues she wants to discuss and can it be broken down into parts. Roger said he would be happy to draft an email on behalf of the Executive Committee. He suggested that it come from Tanya since the bylaws call for the agenda requests to be submitted to the administrative assistant for the Council. Judge Cooley said she would like a phone call because people who do not trust in the beginning already think that others are up to something. She said the Committee is not, they are just not clear on what it is she would like to put before the Council. Alyce recognized Cody. Cody said they are extending Roger's duties beyond the grant writing mandate. She said there is no reason why any of the other Council members can not make that call. She asked if there is someone who has a good report with the person who can make the phone call. She asked Judge Cooley if she would be able to make the call. Judge Cooley suggested that Cody call. Alyce asked that Cody on behalf of the Executive Committee see if she can get a clarification on what Ms. Kosuda is wanting, so that they can adhere to her request for it to be on the agenda. Discussion ensued. Tanya told the Committee that she had received an email from Ms. Kosuda asking if an agenda request had been received. She responded and asked Ms. Kosuda to refax because she had not received it, and at this time have not received the fax. The Ombudsman and the clubhouse agenda requests will be on an agenda in 2010 due to not having the availability on this agenda. Rene asked if her agenda request for ground rules, sergeant of arms had been received. Tanya said she did not receive an agenda request.

Rene motioned to send letters to Judy and Constance regarding the time constraints and it will be early 2010. Alyce added that in Constance's letter ask what the parameters are for the Ombudsman. Judge Cooley seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Rene motioned to have the open meeting regulations, the priority focus identification, and National Outcome Measures (NOMS) on the agenda for the

next meeting. Judge Cooley asked what is on the agenda that makes it so full. Alyce said all of the standing items, the Block Grant Review will be discussed, budgets, outcome measures, conferences, etc. Judge Cooley wanted to verify that the outcome measures allotted time is an hour. Judge Cooley said she would like to see her discuss one item instead of three separate items on one agenda. Cody said if she had to prioritize the requests, it would be the entire Council participating in the priority identification process in keeping with NMHPAC training recommendations. She said she can prepare a written report for the outcome measures if they do not have time to address it at the meeting. Judge Cooley thanked her. Discussion ensued. The priority focus will be handled by the Chair, the Open Meeting Law (OML) manual will be distributed to all members of the Council, and Cody will prepare a report for the outcome measures. Cody verified that the only item she will be presenting is the NOMS data.

Rene motioned that Cody will present the NOMS data, the OML will be handed out, and Alyce and Rene will present the priority focus. Judge Cooley seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Roger asked for a review of the procedure for the elections beings that this is both his and Tanya's first time through the elections. Alyce said the Nominating Committee usually explains the elections to the Council on the day of elections. The Council has never had the Nominating Committee nominate certain people. They usually do it from the floor. She believes the Chair of the Nominating Committee usually explains the roles at the meeting. Judge Cooley said when it is done in an open fashion with the entire body there; they have never had a complaint. Everyone has been satisfied that they have had their say. Once the Chair of the Nominating Committee has explained how the elections work, they choose a person that is not on the ballot and a state person to step out and count the ballots. They come back in and announce the person and then the new person takes over as of January of the next year. Roger said he wanted to make sure that everyone is on the same page because there will be a large number of people in Reno and Las Vegas. He just wanted to make sure that there would be people designated in both locations to do that. Rene said they will need a phone line to contact the south so they can communicate the votes. Cody said she can arrange to have non Council member staff at both locations to assist with that. Alyce, Rene, and Judge Cooley concurred. Roger suggested that Article VI of the bylaws be distributed with the meeting packet so that everyone has a chance to review it, so they can focus on the procedure as outlined in the bylaws.

Alyce asked if there were anymore comments. None were made.

4. SPECIAL MEETING

Alyce asked for information regarding the special meeting. Rene said the Nominating Committee is requesting a special meeting so that they can put through the two people that they have chosen to be approved to send their applications to the Governor's Office and hopefully get them appointed before the next full Council meeting. The Ad Hoc Grievance Committee has their finding for the Council and would like to present them at the special meeting. Alyce asked if there was a proposed date for the special meeting. Rene said October 5, 2009. Roger verified with the Bylaws and the Ad Hoc Grievance Committee can present the findings and if the grievant feels that they would like to have the entire Council review them, then it would have to be added to the agenda for November 6th. Alyce clarified that the Ad Hoc Grievance Committee's findings need to be brought to the whole Council. Rene said at the special meeting it would be brought to the full Council. Alyce confirmed the special meeting would be of the full Council not the Executive Committee. Alyce asked for discussion. Cody asked if it likely that these people will be appointed prior to the November 6th meeting. Rene said that it has been taking approximately a month to complete the applications. Roger said he said he thought they just wanted to get it to the Governor's Office. It is probably not likely that they will get approved by the November meeting, but anytime that can be saved in getting it to the Governor's Office is important. Rene asked how many of the last applications submitted have been rejected. Roger said there have been three out of four that were denied. Judge Cooley asked when the applicant is denied, do we receive a reason. Roger said the Governor's Office communicates that directly with the candidate and the Council does not receive a letter and they do not give the Council a reason. Rene said the problem is usually with the consumers because usually they have something in their background and the Governor's Office is rejecting the applicant. Rene said sometimes getting in trouble is what led the person to get treatment. The Council is attempting to get people to represent all of the members they are mandated to have and it is difficult to fill the positions when they keep getting rejected.

Rene motioned to have a special meeting.

OPPOSED: Judge Cooley, Alyce Thomas

MOTION DENIED

5. AD HOC COMMITTEE RESULTS

The findings will be given to the full Council at the meeting on 11/6/09.

6. CHILD TRANSITION COMMITTEE CHAIR

Rene said they asked for a volunteer for the position of Chair at the last meeting and no one wanted to volunteer. Alyce asked Rene to replace Kathy Hughes, who moved out of the area, as chair for the Child Transition Committee. Alyce said she believes that there is one more item that the Committee had to complete and then they can sunset the Committee. Roger said his understanding of the goals of the Child Transition Committee, that there was an open ended goal of involving education. Alyce said they have attempted to involve education. They have gotten names and invited people, but they have not been very successful in getting them to come. Alyce said in the past they have discussed that the Committee meetings are not necessarily forever. They are to do a certain task and then they can sunset them and move on to another priority. This may be something they can discuss during the priority portion of the meeting in November. Judge Cooley and Rene concurred.

7. REVIEW INTERVENTION/PREVENTION COMMITTEE ORIGINAL ASSIGNMENT

Alyce opened the floor to Roger and Cody. Roger referred to the minutes from the April meeting. Cody said as far as the logistics of staff support and meeting rooms, they are beginning to struggle. This group has reached the outside limit of how many meetings can be supported from the office perspective. Because the original assignment that Roger referred to was for them to bring back to the Council what they would be doing. She was hoping that the group would be able to do that and then have the discussion in the priority and see if the Council wants to move further with this. Alyce asked if this group can be put on the agenda and then notify Constance to have her discuss exactly what the Committee would be doing. Rene said she was supposed to report on that at the last meeting. Cody clarified that they would not have another meeting of this group until after the November 6th meeting. Rene and Alyce confirmed. Alyce said they would ask the group to give a report as to what they will be doing, what their priorities are, etc. This way, everyone can be on the same page and work toward a mutual goal. Judge Cooley asked that they ask all committees in general to submit in writing what their goals are. Alyce said they are considering this as a new committee and in order for the Council to consider it; they need to know what they would be doing. Alyce said all of the Committees need to give their goals, priorities, and how they are going to accomplish them. Judge Cooley said we agree but the key is to avoid another grievance of someone being singled out.

8. REVIEW COUNCIL TRAVEL BUDGET

Roger went over travel. He confirmed that everyone received the handout. He said there are three primary categories: out of state, in-state, and rural monitoring. There is approximately 2,000 available for out of state travel between now and June 30, 2010. For in-state travel there is approximately 3,000 left. For rural

monitoring there approximately 680 is left. Roger asked for questions. Rene asked if Rene asked if he would be doing a report at the next meeting. Rene said it would tie in with the Ad Hoc Grievance Committee report. Judge Cooley said she anticipates that one of the questions that will arise is how one applies for this travel. Rene said this report should be given after the Ad Hoc Committee gives there report. Judge Cooley said maybe there can be a printout that people can take with them with the steps they need to follow if they would like to participate in either out of state or in-state travel for a conference, including the timeline. Cody said the Administrator of the Division is very interested in having information about how the travel being proposed benefits people suffering from mental illness in the State of Nevada. Judge Cooley said she has also heard things relevant to that and one of the issues will be who goes on the travel, how frequently are they going, are other people given an opportunity to go. Alyce said they have said over and over again, when someone wants to go to a conference, they send a request, they look at the budget and if it is available they send the person. Just a couple of weeks ago someone wanted to go to a conference that was local, but it had a fee. Roger looked at the budget, and the person was sent with the understanding that they would need to make a report to the Council in regard to the event. Rene will work with Tanya to write down the procedure. Rene said it is something they had planned on presenting with the Ad Hoc Grievance Committee report. Alyce asked if there were anymore comments or questions for Roger. None were made.

9. PUBLIC COMMENT

No public comment made.

10.SET DATE AND TOPICS FOR FOLLOW-UP COMMITTEE MEETING

Meeting will be scheduled as needed.

11.ADJOURNMENT

Judge Cooley motioned to adjourn the meeting. Rene seconded the motion.

UNANIMOUS VOICE VOTE: MOTION CARRIED

Meeting adjourned at 2:40 pm.