MINUTES

of the

Mental Health Planning Advisory Council's Rural Monitoring Subcommittee

meeting on

March 4, 2013

held at

Division of Mental Health & Developmental Services
4126 Technology Way, Suite 201, MHDS Conference Room
Carson City, Nevada 89706

1. CALL TO ORDER, ROLL CALL, AND INTRODUCTIONS – DAVE CALOIARO, COMMITTEE CHAIR

Alyce asked Dave to chair this meeting due to laryngitis. Dave called the meeting to order at 9:05 a.m. Roll call was taken and a quorum was present. Diane completed the sign-in sheet.

MEMBERS PRESENT:

Alyce Thomas, MHPAC Chair – Family Member (teleconference – Las Vegas) and Proxy for Rene Norris
Ann Polakowksi – DCFS (teleconference – Las Vegas)
Cynthia "Cindy" Matteson – Consumer (teleconference – Mesquite)
Dave Caloiaro – MHDS

MEMBER ABSENT:

Rene Norris, MHPAC Vice Chair – Family Member

STAFF AND GUESTS:

Luana Ritch – MHDS (teleconference from NNAMHS)
Diane Dempsey – MHDS

2. PUBLIC COMMENT

There was no public comment.

3. REVIEW AND VOTE TO APPROVE MINUTES FROM THE MHPAC RURAL MONITORING MEETING ON FEBRUARY 7, 2013 *"For Possible Action"*

MOTION: Ann motioned to approve the minutes as written. Cindy seconded. Motion passed unanimously.

4. REVIEW THE REQUESTED MATERIALS FROM THE ELKO AND BATTLE MOUNTAIN MENTAL HEALTH CENTERS AS FOLLOWS: (1) STATE GENERATED INFORMATION MATERIALS PROVIDED AT EACH CLINIC SITE; (2) INFORMATIONAL MATERIALS PROVIDED AT EACH CLINIC SITE FOR RELATED COMMUNITY-BASED SERVICES, INCLUDING NON-PROFITS AND PRIVATE AGENCIES; (3) A LIST OF PROVIDERS FOR RELATED COMMUNITY-BASED SERVICES; (4) CONSUMER SURVEY FORMAT AND OUTCOME DATA FROM THE MOST RECENT SURVEY, IF AVAILABLE; (5) MOST RECENT PERFORMANCE IMPROVEMENT REVIEWS, IF AVAILABLE; (6) MOST RECENT RURAL CLINICS MONTHLY REPORTS SHOWING SERVICE AND WAIT LIST STATISTICS; AND, (7) MOST RECENT AGENCY DIRECTOR REPORT *"For Possible Action"*

Dave began by reviewing the team members for these visits. They are Alyce Thomas, the Council Chair; Ann Polakowski, representing DCFS (Child & Adolescents); Dave Caloiaro, representing the Adult Planner; and Cindy Matteson who will be filling in for Rene Norris. Rob Jones, Quality Assurance Director for all of Rural Services will accompany the team. The materials were received too late to send in the mail prior to the meeting and Diane sent them electronically on Friday. She will mail hard copies to the Committee members tomorrow. Dave asked the team members to bring the information with them on the visit. Dave also advised that in the past they had a grant writer to prepare the report. Since they no longer have a grant writer to do this, the report may not be as detailed and may take a while to complete. Regarding the three groups to be interviewed, Dave will write the Clinical and Adult group interview piece, and Ann will write the families interview (on behalf of their children) piece.

5. CONFIRM THE DATES AND OTHER LOGISTICAL REQUIREMENTS FOR TH RURAL MONITORING VISITS AT ELKO (MARCH 19, 2013) AND BATTLE MOUNTAIN (MARCH 20, 2013) MENTAL HEALTH CENTERS "For Possible Action"

Travel plans are being arranged for Cindy. The members stated they received their flight confirmations, and Dave discussed the arrangements for picking everyone up at the airport Sky Walk on March 18. Dave thanked Cindy for agreeing to fill in for Rene. Dave said he will check with Rob to see how they are progressing with setting up the interviews.

6. PUBLIC COMMENT

There was no public comment.

7. SET DATE, TIME, AND TOPICS FOR THE NEXT MEETING
"For Possible Action"

MOTION: Dave motioned to set the date and time of the next meeting on April 1, 2013, at 9:00 a.m. Ann seconded. Motion passed unanimously.

8. ADJOURNMENT

Ann motioned to adjourn at 9:37 a.m.

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Diane Dempsey
Recording Secretary