

MINUTES
of the
Mental Health Planning Advisory Council
Executive Committee

meeting on
April 14, 2008

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

1. CALL TO ORDER, ROLL CALL, INTRODUCTIONS

Alyce Thomas, MHPAC Executive Committee Chair, called the meeting to order at 11:10 am. Alyce asked everyone to introduce themselves to serve as roll call.

Members present:

- Norris, Rene – Acting Past Vice Chair (via teleconference)
- Thomas, Alyce – Chair (via teleconference)

Members absent:

- Cooley, Judge W. – Vice Chair

Staff and guests:

- Benitez, Tanya – MHPAC Administrative Assistant
- Crowe, Kevin – Ed. D. - MHDS
- Kirby, Bill – MHDS (for Debra Crowley)
- Richard-Maley, Rebecca – DCFS (via teleconference)
- Valentine, Laura – Rural Clinics
- Zeiser, Andrew – Grant Consultant

2. REVIEW, DISCUSS, AND APPROVE SFY 2008 REMAINING MHPAC BUDGET EXPENDITURES

Kevin stated that the Mental Health Planning Advisory Council (MHPAC) has money in their budget that has not been expended and that he has three proposals to present as possibilities for spending the money. They are: 1) Rural Clinics proposal for collection boxes for consumer comments, 2) Digital voice recorder to replace the current tape recording machine for the Council, and 3) Arts in Education proposal: Change of Heart – Artistic Alternatives to Violence.

Alyce stated that before the proposals were addressed she needs to let everyone know about an anonymous concern brought to her stating that the Council was not supposed to fund anything for the State, Mental Health and Developmental Services (MHDS, or the Division of Child and Family Services (DCFS). Andrew clarified that it was agreed upon that State agencies can not apply for the consumer services subgrants awarded by the Council. This however, does not prohibit the use of end-of-year funds for purchases. A comment was made that the proposal for the consumer survey collections boxes is on the table for the state.

Andrew went through the budget and the total amount to be expended is \$27,610.88. Of that money Andrew suggested that a minimum of \$10,000 be held back for in- and out-of-state travel. For the remaining \$10 – \$15,000, the Council should advise the Division on how they would like to have the money spent.

Alyce questioned if any money was set aside for the recruitment of the new grant consultant. Kevin responded that \$3,000 has been held for the recruitment and another \$7,000 has been held to cover 40 hours of training time prior to June 30, 2008.

Kevin stated that Nevada Consumer Advocacy Network (NVCAN) has not submitted an invoice as of yet and asked about available funds in the consumer services subgrants line item. Andrew said his understanding is that they may not submit an invoice because they have been integrated in with another agency. If they do not bill, there would be about \$9,000 left over from that line item.

Laura Valentine stated the collection boxes for consumer comments would enable all consumers to place completed surveys and comments or suggestions on improvements or changes that may be beneficial in a centralized location. By policy and accreditation requirements, there has to be an area for consumers to fill out comments, complaints, and concerns. These will be shipped to Rural Clinics administration for processing. The amount of \$1,300 would provide 20-22 boxes.

Alyce made a motion to purchase the boxes. Rene seconded the motion.

UNANIMOUS VOICE VOTE. MOTION CARRIED.

Laura will work with staff to get the boxes ordered.

Kevin went over the information for the digital recording system. Andrew said that the system would provide the ability to copy the audio of the meetings onto CD from the computer. Alyce questioned whether another microphone would need to be purchased. Andrew responded that there is a built-in microphone and that should be enough. However, another microphone can be purchased if it is

found that the built in one is not powerful enough. Kevin stated that the cost of the system with accessories (batteries, memory cards) would be about \$625.

Rene motioned to purchase the digital recorder. Alyce seconded the motion.

UNANIMOUS VOICE VOTE. MOTION CARRIED.

Alyce stated that the proposal for the Arts in Education program was sent in by Constance Kosuda and that the funds would be for children. Rene questioned how it would work? Alyce questioned what the proposal does? Becky states she was surprised at the cost of \$90,000. Alyce stated she thought it was over \$100,000. Becky wanted to know what exactly they did and how it fit. She also stated that she reviewed related websites and there was no evidence to suggest that the program would benefit children. Kevin stated that the services would have to occur before June 30, 2008 and Bill Kirby agreed.

Becky asks how this would fit with serving children and adolescents. Who would the target population be? Kevin stated they would need to go into it further. Becky questioned the efficacy and the way the presentation was formatted. She also wanted to know if Constance is a part of the group because that could be a conflict of interest. She stated that they are asking for 100% funding and that there was not any science to back it up.

Rene made a motion to not fund the proposal. Alyce abstained.

Andrew stated that two is the quorum for today's meeting, so both need to agree on actions. However, no action can be taken if there is not an agreement between the two members of the quorum.

NO ACTION TAKEN.

Alyce stated that the Executive Committee and the Council need to get more information regarding the proposal. Becky stated she had gone to the Creative Educational Systems (CES) website and did not see how they were linking their findings. Kevin stated that Constance should be encouraged to resubmit the proposal for the next fiscal year in the revised format.

Andrew agreed to compose a response letting her know the outcome. The members asked staff to explain to her the concerns and recommend that the proposal be resubmitted in the proper format when the process is revised. Becky requested that the possible conflict of interest be mentioned. Alyce suggested that this should not be brought up until the conflict of interest information is provided in the RFP. Andrew noted that this is already included in the Council bylaws.

Kevin stated further direction will be provided by Alyce and staff will contact Constance.

Becky then brought up the proposed \$8,000.00 cut to DCFS for the SFY 2009 Block Grant allocation. Andrew stated that this topic can not be discussed at this meeting because it is not an item on the agenda.

Andrew stated that at this meeting, recommendations for expending the remaining SFY 2008 funds for the Council need to be made or the Council will lose the opportunity to suggest where these funds should go.

Laura brought up that May is Mental Health Awareness Month. Alyce stated that the MHPAC has previously had no association with projects related to this. However, in 2009, she said that Mental Health America would be taking the responsibility for Mental Health Awareness Month. Becky stated that the Clark County Consortia has always been a part of this; however they have not pulled all the threads together. Kevin stated that it may be possible for the MHPAC to take a lead role, if the Council starts working on it in December or January. Alyce said this is a wonderful idea and the Council could make a small commitment to do something for Mental Health Awareness Month.

Discussion followed about the amount of money for public awareness buttons and ribbons to be purchased and the ability to get them out to the communities. It was brought to everyone's attention that the buttons for this year may have already been ordered. Michelle Cannizzaro, MHDS fiscal staff, was brought in to the meeting to go over the button order that had been placed and the related costs. It was decided that 1,500 additional buttons would be ordered at a cost of approximately \$800. Five hundred buttons will go to Alyce to distribute in the South, 100 to the Council members in the North, an additional 200 to MHDS, 200 to Rural Clinics, 150 to DCFS, 150 to Nevada PEP, 150 to NNAMHS, and 50 to NAMI.

Rene motioned to purchase the buttons. Alyce seconded motion.

UNANIMOUS VOICE VOTE. MOTION CARRIED.

3. PUBLIC COMMENT

No public comments made.

4. ADJOURNMENT

Rene motioned to adjourn. Alyce seconded motion.

The meeting was adjourned at 12:15 pm.