

Solano County Mental Health Advisory Board Minutes  
 Tuesday, January 16, 2018 ❖ 4:30pm-6:00pm  
 2101 Courage Drive ❖ Multi-Purpose Room ❖ Fairfield, CA 94533

Meeting called to order @ 4:35pm by Chair Heather Theaux Venezio

Roll Call

**Mental Health Board Members:**

**Present:** Chair Heather Theaux Venezio; Board of Supervisor Monica Brown; Denice Coleman; Michael Wright

**Absent:** Vice-Chair John Mackenzie; Lis delaTorre; Melanie Norris; Esmeralda Liberato; J.D. Hatchett

**SCBH Staff:** Deputy Director, Sandra Sinz; Mental Health Clinical Supervisor, Miranda Ramirez; Recording Secretary, Penny Barnes

ITEM	DISCUSSION	ACTION
<b>Call to Order/Roll Call</b>	Meeting opened at 4:35pm. Chair Theaux-Venezio declared the absence of a quorum noting that no motions or voting will occur until a quorum is recognized. J.D. Hatchett is excused for medical.	Meeting convened with reports only.
<b>Public Comments</b>	No Public Comments submitted	
<b>Consent Calendar</b>	Approval of the October, November, December MHAB Meeting Minutes 1. Discussion: Please include in the October minutes that Esmeralda Liberato was absent. 2. Include that Monica Brown was in partial attendance at the December meeting and had to leave early.	Tabled until a quorum is recognized.
<b>Attendance and Meeting Venues</b>	The Board raised concern about the low attendance issue at recent meetings: Mark Headrick and Joyce P. Thompson resigned in 2017. Tiffany Banks has completed her service commitment and she will not be returning to the board. Lis delaTorre has missed a significant amount of meetings in 2017. Esmeralda Liberato expressed interest to renew her service obligation and Supervisor Brown will work on her appointment. Supervisor Brown suggested that the Board of Supervisors be notified of Mental Health Advisory Board Members with excessive absences. The Board discussed Meeting Dates and Locations: Consideration to hold a Joint meeting in February of the Mental Health Advisory Board and the Alcohol and Drug Advisory Board. The February 20 <sup>th</sup> meeting should be a joint meeting and board members will need to review the by-laws of both Boards.	

	Supervisor Brown suggested consideration of changing the dates of the following meetings due to their proximity to the Thanksgiving and Christmas Holiday and possibly combining the two for the holidays. Tuesday, November 20 <sup>th</sup> Tuesday, December 18 <sup>th</sup>	
<b>Presentation</b>	Presentation: Institutional Care Services – Miranda Ramirez, Clinical Supervisor Miranda gave a Financial Report to the Board covering October – November of 2017– She highlighted money that was saved do to stepping down clients to a lower level of care. Moving forward this information will be included in the QIC report.	
<b>Director’s Report</b>	Sandra Sinz <ul style="list-style-type: none"> <li>• The External Quality Review Organization (EQRO) Report will be posted on the Mental Health Services Website</li> <li>• Triannual Audit</li> <li>• The Mental Health Advisory Board will receive Quality Improvement Committee meeting minutes next month.</li> <li>• Solano County is hosting a Peer Forum on February 15, 2018, 9-4 at the County Administration Center</li> </ul>	Monica Brown suggested sending out a Press Release regarding the EQRO Report Results.
<b>Committee Reports</b>	1. Executive Report 2. Outreach Committee Report 3. Membership Committee Report	Tabled Tabled Tabled
<b>Scheduled Calendar</b>	1. Old Business 2. New Business	No action taken due to lack of quorum.
<b>Board Comments</b>	Monica-May is Mental Health Month is coming soon. Can we have the calendar of events as soon as possible so that we can put them on our calendars?	
<b>Adjourned at 5:45pm</b>		