

Alpine County Mental Health Advisory Board

MEETING CANCELLED
January 21, 2022



MEETING MINUTES
NO QUORUM PRESENT – MEETING CANCELLED

The next scheduled regular monthly meeting will be held on February 24, 2022.

Alpine County Mental Health Advisory Board

MEETING CANCELLED

February 24, 2022



MEETING MINUTES
NO QUORUM PRESENT – MEETING CANCELLED

The next scheduled regular monthly meeting will be held on March 24, 2022.

Alpine County Mental Health Advisory Board

March 24, 2022 (via Zoom)



Meeting Minutes

MEMBERS PRESENT

Rita Lovell, Vice Chair (facilitator)
Jane Sweeney, Member
Becky Thornburg, Member
Kate Harvey, Member

MEMBERS ABSENT

Irvin Jim, BOS Supervisor Liaison
Dale Bennett, Member
Becky DeForest, Member
VACANT, Chair

Other Attendees/Guests:

Richard Kuhns, BHS Director
Katie Johnston, BHS Employee
Dawn Riddle, BHS Employee

1. Call to order regular meeting:

The meeting was called to order at 12:02pm

2. Oral Communication – General Public Comment

This portion of the meeting is an opportunity for members of the public to address the Mental Health Board. No action can be taken on items not listed on the agenda. 3 minutes per person respectively.

- a. None

3. Consent Agenda

Matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.

- a. Discussion with Possible Action: Request Approval of 10/28/21 regular meeting minutes. A motion was made and seconded.

MOTION: Jane Sweeney

SECOND: Kate Harvey

Ayes: Rita Lovell, Becky Thornburg, Kate Harvey, Jane Sweeney

Nays: None

Abstained: None

MOTION CARRIED

4. Unfinished Business

- a. Discussion with Possible Action: By-Laws review – possibly revise/update By-Laws
 - i. Rita provided an update regarding the meeting held with County Counsel to review the suggested revisions. There was confusion as to what exactly had been changed.
 - ii. Members requested the by-laws be sent out to members, but include the “tracked changed” showing what exactly had been revised.

ACTION STEP: Teri McAlpin will send out the revised by-laws, including the tracked changes (red lines, cross-outs) so that members can see what exactly was revised.

ACTION STEP: This item will be carried over to the next agenda for discussion and possible action.

5. New Business

a. Discussion with Possible Action: Review template for 2022 MHB Meeting Calendar

i. A motion was made and seconded to approve the calendar.

MOTION: Jane Sweeney

SECOND: Becky Thornburg

Ayes: Rita Lovell, Becky Thornburg, Kate Harvey, Jane Sweeney

Nays: None

Abstained: None

MOTION CARRIED

b. Discussion with Action Required: Remote teleconference meetings pursuant to Brown Act provisions during declared public emergencies

i. Member discussed the possibility of meeting in a hybrid setting (in-person and via zoom)

1. A hybrid setup may make it easier to meet a quorum

2. This would allow people to join the meeting as they are comfortable

A motion was made to move to a hybrid set up for meetings and seconded.

MOTION: Becky Thornburg

SECOND: Jane Sweeney

Ayes: Rita Lovell, Becky Thornburg, Kate Harvey, Jane Sweeney

Nays: None

Abstained: None

MOTION CARRIED

6. ACBHS Director Report – Richard Kuhns, BHS Director

a. BHS Director Status Update

i. Richard introduced himself to the members and provided an overview of his background, education and experience

ii. Richard reported that he does not anticipate making any big changes within BHS in the first 3 months, but he will be observing and making small changes as needed. He will work with the CAO and County regarding any plans for BHS.

b. Clinical Supervision Status Update

i. Richard reported he will not make a decision about this position at this time; he prefers to observe BHS more and obtain further information

c. Fiscal & Administrative Supervisor Update

i. Richard reported he will not make a decision about this position at this time; he prefers to observe BHS more and obtain further information

d. Audit(s) Update

i. Not discussed at this time.

ii. This item will be carried over to the next agenda

Approved as submitted 4/28/22

- e. MHSA Annual Update – IDEA Consulting Involvement
 - i. Dawn reported that BHS has contracted with IDEA to facilitate the drafting and data collection for the 2022-2023 Annual Update
 - ii. Stakeholder meetings have been scheduled and are in process; community members and other stakeholders have been providing input and ideas

7. Board Member Reports

- a. Rita Lovell (Vice Chair)
 - 1. It has been an incredibly busy year in the library with hiring and training staff
 - 2. More interviews are scheduled in April for the museum and the library
 - 3. Programs are coming back in-person.
 - 4. There will be a Teddy Bear Parade in Bear Valley and in Markleeville this year
- b. Becky DeForest
 - i. Not present
- c. Becky Thornburg
 - i. Becky stated she does not have anything to report at this time
- d. Dale Bennett
 - i. Not present
- e. Jane Sweeney
 - i. Jane reported that she looks forward to in-person meetings
 - ii. Jane will be attending the Suicide Prevention training in Gardnerville where she was asked to run a grief group`
- f. Kate Harvey
 - i. Kate reported she attended a zoom meeting for the California BHBC for new members regarding how to be an effective member of the Board
 - 1. The meeting reviewed the Brown Act
 - 2. This was a review for Kate, but very helpful
 - 3. Kate reviewed the tasks expected of a Mental Health Board
- g. Irvin Jim (BOS Supervisor Liaison)
 - i. Not present

8. Adjournment 12:39pm

The next scheduled meeting will be held on April 28, 2022, in person in the Community Room at BHS, and on Zoom for those who are not able to attend in person.

*Minutes drafted by: Teri McAlpin
Fiscal & Technical Specialist
Alpine County Behavioral Health Services*

Signature: Rita Lovell, Vice Chair – facilitator
Mental Health Advisory Board
Approval Signature Date: _____

Alpine County Mental Health Advisory Board

April 28, 2022 (HYBRID MEETING – In Person and via Zoom)



Meeting Minutes

MEMBERS PRESENT IN PERSON

Rita Lovell, Vice Chair (facilitator)
Kate Harvey, Member
Becky DeForest, Member

MEMBERS ABSENT

Irvin Jim, BOS Supervisor Liaison
Dale Bennett, Member
VACANT, Chair

MEMBERS PRESENT VIA ZOOM

Jane Sweeney, Member
Becky Thornburg, Member

Other Attendees/Guests:

Richard Kuhns, BHS Director
Teri McAlpin, BHS (Minutes)
Tom Sweeney, Community Member (via zoom)

1. Call to order regular meeting:

The meeting was called to order at 12:05pm

2. Oral Communication – General Public Comment

This portion of the meeting is an opportunity for members of the public to address the Mental Health Board. No action can be taken on items not listed on the agenda. Three minutes per person respectively.

- a. None

3. Consent Agenda

Matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.

- a. Discussion with Possible Action: Request Approval of 3/24/22 regular meeting minutes. A motion was made and seconded.

MOTION: Kate Harvey

SECOND: Jane Sweeney

Ayes: Rita Lovell, Becky Thornburg, Kate Harvey, Jane Sweeney

Nays: None

Abstained: Becky DeForest (absent from March meeting)

MOTION CARRIED

4. Unfinished Business

- a. Discussion with Possible Action: By-Laws review – possibly revise/update By-Laws
 - i. Members reviewed the revisions made by County Counsel and discussed them.
 1. Members agreed that County Counsel’s revisions were understandable and in line with the intent of a Mental Health Board.
 - ii. Kate Harvey requested explanation of crossed out items included in Counsel’s revisions.
 1. Explanation provided regarding reorganization of the content.

Approved as submitted 6/23/22

A motion was made and seconded to approve the revised by-laws as presented with Counsel's revisions.

MOTION: Jane Sweeney

SECOND: Becky DeForest

Ayes: Rita Lovell, Becky Thornburg, Kate Harvey, Jane Sweeney, Becky DeForst

Nays: None

Abstained: None

MOTION CARRIED

- b. Continued Discussion with Action Required: Approval of the 2021 CBHPC (California Behavioral Health Planning Council) Data Notebook and Survey that was submitted 11/12/21.

- i. Explanation provided that this topic was scheduled to be approved in November 2021, but due to various quorum issues, it must now be reviewed.

A motion was made and seconded to approve the 2021 CBHPC Data Notebook and survey.

MOTION: Jane Sweeney

SECOND: Becky DeForst

Ayes: Rita Lovell, Becky Thornburg, Kate Harvey, Becky DeForest, Jane Sweeney

Nays: None

Abstained: Jane Sweeney

MOTION CARRIED

5. New Business

- a. Discussion with Possible Action: Request selection of Chair for remainder of calendar year 2022 – Nominations Open
- i. Rita Lovell explained the typical duties of the MHB Chair and the time commitment required.
- ii. Confirmation was provided that nominations will again be solicited at the November regular meeting to have a new Chair in place as of 1/1/2023.

A motion was made and seconded to elect Jane Sweeney as Chair for the remainder of calendar year 2022.

MOTION: Becky Thornburg

SECOND: Rita Lovell

Ayes: Rita Lovell, Becky Thornburg, Kate Harvey, Becky DeForest

Nays: None

Abstained: Jane Sweeney

MOTION CARRIED

6. ACBHS Director Report – Richard Kuhns, BHS Director

- a. Clinical Supervision Status Update
- i. Richard reported the current status of this supervision

1. It is currently contracted out
 2. He is working on determining the best course of action and will update the MHB as the process develops
- b. Fiscal & Administrative Supervisor Update
- i. Richard reported he is also working on determining the best course of action for this position, but is unsure at this time what exactly the decision will be
 - ii. **ACTION STEP:** on future agendas, this topic will be changed to “BHS Staffing Update” rather than focusing on specific positions
- c. Audit(s) Update
- i. The various upcoming audits were reviewed
- d. MHSA Annual Update
- i. The consultant (IDEA Consulting) is continuing to work on this annual update. Once it is ready for the public hearing, it will be brought to the MHB.

7. Board Member Reports

- a. Rita Lovell (Vice Chair)
- i. It has been an incredibly busy year in the library with hiring and training staff
 - ii. There will be a Teddy Bear Parade in Bear Valley and in Markleeville this year
 - iii. The library is getting a makeover (new carpet and paint), which means the inventory of the library will be housed in pods in the parking lot for two weeks
 - iv. The library has a new operating system as well
 - v. Rita expressed her appreciation for the community yoga offered by BHS
- b. Becky DeForest
- i. New visitors guides are available
 - ii. Working the Trails Association to improve the trails maps
 - iii. The fishing season opens this weekend
 - iv. The Chamber will be open on weekends through the summer
 - v. Preparing for the Death Ride
 - vi. There will be a fall festival again this year
- c. Becky Thornburg
- i. The Public Health department has been very busy doing testing and vaccinations, and people are returning to the clinic for regular healthcare
- d. Dale Bennett
- i. Not present
- e. Jane Sweeney
- i. Jane posed the question to Richard regarding the suicide prevention program in Alpine county and asked if we are seeking another contract with Suicide Prevention in Douglas County. This is being discussed at this time.
 - ii. Jane has been asked to run a grief group in the county for suicide.

Approved as submitted 6/23/22

f. Kate Harvey

- i. Kate attended 2 online trainings for Mental Health and she would like to present on them at the next meeting. The trainings were on Unconscious Bias, and Community Engagement.

g. Irvin Jim (BOS Supervisor Liaison)

- i. Not present

8. Adjournment 12:41pm

The next scheduled meeting will be held on May 26, 2022, in person in the Community Room at BHS, and on Zoom for those who are not able to attend in person.

*Minutes drafted by: Teri McAlpin
Fiscal & Technical Specialist
Alpine County Behavioral Health Services*



Signature: Rita Lovell, Vice Chair – facilitator
Mental Health Advisory Board

Approval Signature Date: 8-18-22

Alpine County Mental Health Advisory Board

MEETING CANCELLED

May 26, 2022



MEETING MINUTES
NO QUORUM PRESENT – MEETING CANCELLED

The next scheduled regular monthly meeting will be held on June 23, 2022.

Alpine County Mental Health Advisory Board

June 23, 2022 (HYBRID MEETING – In Person and via Zoom)



Meeting Minutes

MEMBERS PRESENT IN PERSON

NONE

MEMBERS ABSENT

Kate Harvey, Member
Irvin Jim, BOS Supervisor Liaison
Dale Bennett, Member

MEMBERS PRESENT VIA ZOOM

Jane Sweeney, Chair
Rita Lovell, Vice Chair
Becky Thornburg, Member
Becky DeForest, Member

Other Attendees/Guests:

Teri McAlpin, BHS (Minutes)
Amy Broadhurst, First 5

Call to order regular meeting:

The meeting was called to order at 12:10pm

1. Oral Communication – General Public Comment

This portion of the meeting is an opportunity for members of the public to address the Mental Health Board. No action can be taken on items not listed on the agenda. Three minutes per person respectively.

a. Amy Broadhurst – First 5

- i. Summer Play Group began yesterday, and is schedule twice more this summer, on 7/13/22 and 8/17/22 from 10am-12pm.
 1. Yesterday's attendance included 9 children
- ii. Each year, First 5 reserves \$15,000 for responsive community grants.
 1. Amy provided details about this opportunity, the timelines for this year, and the application process.
 2. People are encouraged to contact Amy Broadhurst with any further questions.

2. Consent Agenda

Matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.

- a. Discussion with Possible Action: Request Approval of 4/28/22 regular meeting minutes. A motion was made and seconded.

MOTION: Becky DeForest

SECOND: Jane Sweeney

Ayes: Rita Lovell, Becky Thornburg, Jane Sweeney, Becky DeForest

Nays: None

Abstained: None

MOTION CARRIED

3. Unfinished Business

- a. None

4. New Business

- a. Discussion with Possible Action: Determine a plan to complete the 2022 Data Notebook, due 10/28/22
 - i. Discussion occurred regarding delegating this task to BHS to collect and input the data.

A motion was made and seconded to delegate the data collection to BHS, and to bring the results back to the board prior to submittal.

MOTION: Rita Lovell

SECOND: Jane Sweeney

Ayes: Rita Lovell, Becky Thornburg, Jane Sweeney, Becky DeForest

Nays: None

Abstained: None

MOTION CARRIED

5. ACBHS Director Report – Richard Kuhns, BHS Director, or designee (Teri McAlpin)

- a. Clinical Supervision Status Update
 - 1. Kathryn Hill has agreed to extend her contract for one year to continue to provide clinical supervision to the Alpine clinical team
- b. ACBHS Agency Update
 - i. The position of Native Wellness Advocate has been offered and accepted, and is awaiting the background check results.
 - ii. The position of front desk reception (AAI) has been interviewed, and an offer is expected this week.
 - iii. BHS is still recruiting for a Clinical Coordinator and an Administrative Assistant III position.
- c. Quarterly Financial Review
 - i. This topic will be held over to the next agenda when fiscal staff or the BHS Director is present
- d. Audit(s) Update
 - i. The various upcoming audits were reviewed
- e. MHSA Annual Update
 - i. The consultant (IDEA Consulting) is continuing to work on this annual update. Once it is ready for the public hearing, it will be brought to the MHB.

6. Board Member Reports

- a. Jane Sweeney (Chair)
 - i. Jane is facilitating a bereavement group for those affected by suicide, as well as one for PTSD survivors

- b. Rita Lovell (Vice Chair)
 - i. The library is currently under full renovation and will open soon
 - ii. Rita participating in a couple of the tree-planting events in Alpine County, which proved to be therapeutic, positive and beneficial to her mental health.

- c. Becky DeForest
 - i. The Chamber is working with El Dorado County on a grant opportunity. Please keep your eye out for related meetings as input is welcome.

- d. Becky Thornburg
 - i. Becky attended the first county-wide Trauma Informed Care group
 - 1. It appears this may turn into a quarterly meeting opportunity.

- e. Dale Bennett
 - i. Not present

- f. Kate Harvey
 - i. Not present

- g. Irvin Jim (BOS Supervisor Liaison)
 - i. Not present

7. Adjournment 12:40pm

The next scheduled meeting will be held on July 28, 2022, in person in the Community Room at BHS, and on Zoom for those who are not able to attend in person.

*Minutes drafted by: Teri McAlpin
Fiscal & Technical Specialist
Alpine County Behavioral Health Services*

Jane Sweeney, Chair
Jane Sweeney, Chair (electronically signed)
Mental Health Advisory Board
Approval Signature Date: 8/25/22

Alpine County Mental Health Advisory Board

MEETING CANCELLED

July 28, 2022



MEETING MINUTES
NO QUORUM PRESENT – MEETING CANCELLED

The next scheduled regular monthly meeting will be held on August 25, 2022.

Alpine County Mental Health Advisory Board

Minutes Not Approved
August 25, 2022



MEEETING MINUTES
QUORUM PRESENT – MNUTES NOT CAPTURED

The next scheduled regular monthly meeting will be held on September 22, 2022.

Alpine County Mental Health Advisory Board

MEETING CANCELLED
September 22, 2022



MEETING MINUTES
NO QUORUM PRESENT – MEETING CANCELLED

The next scheduled regular monthly meeting will be held on October 27, 2022.

Alpine County Mental Health Advisory Board

Minutes Not Approved
October 27, 2022



MEETING MINUTES
QUORUM PRESENT – MINUTES NOT CAPTURED

The next scheduled regular monthly meeting will be held on November 24, 2022.

Alpine County Mental Health Advisory Board

MEETING CANCELLED
November 24, 2022



MEETING MINUTES
NO QUORUM PRESENT – MEETING CANCELLED

The next scheduled regular monthly meeting will be held on January 26, 2023.

Alpine County Mental Health Advisory Board

**NO MEETING SCHEDULED PER BY-LAWS
December 2022**



MEEETING MINUTES
NO QUORUM PRESENT – MEETING CANCELLED

The next scheduled regular monthly meeting will be held in January 26, 2023.