



**San Bernardino County
Behavioral Health Commission
Meeting Minutes**

**Date: Thursday, September 28, 2023
Time: 10:00am – 2:00pm**

Minutes Recorded and Transcribed by: Brittny Rodriguez , *Office Assistant III*

OPENING REMARKS	PRESENTER	ACTION/OUTCOME
<p>A. Call to Order</p> <p>B. Pledge of Allegiance</p> <p>C. Roll Call – BH Commission/ Introductions</p> <p>D. Welcome and Introductions</p>	<p>Chair, Dr. Monica Caffey</p> <p>Vice Chair, Gil Navarro</p> <p>Clerk of the Commission, Marybel Valadez</p> <p>Chair, Dr. Monica Caffey</p>	<ul style="list-style-type: none"> • Meeting called to order. • Led group in Pledge of Allegiance. • Conducted roll call by District. • Welcomed attendees and led introductions.
INFORMATION ITEM(S)		
<p>E. Brown Act and WIC Code 5604</p>	<p>Susan Morris Wilson</p>	<ul style="list-style-type: none"> • Ms. Wilson went over Brown Act points in depth, explaining the overall purpose of mental health commissions as well as their duties. Ms. Wilson also explained Wic Code 5604 in depth. Ms. Wilson took questions and comments from both commissioners and attendees. • Q & A: • Commissioner Navarro asked if it's appropriate to have an introduction letter sent on behalf of commissioners to school districts to establish status, Ms. Wilson stated this was acceptable, commissions secretary will take point. • Commissioner Dr. Merino asked for further clarification regarding what could and could not be discussed if not provided on agenda. Ms. Wilson explained that yes, when writing out agenda it needs to be specific regarding discussion and that only items listed on agenda can be discussed or brought up during meeting. • Commissioner Navarro asked if commissioners should also be advised of legislation that Board of Supervisors are reviewing, Ms. Wilson stated yes they should be aware and that while it is okay for the commission to have an opinion , or concerns regarding legislation and to respond to it they should always do so in partnership with the Board of Supervisors .Dr. Yoshioka stated that she will provide legislative to commission within the directors report.

<p>F. Effective Leadership, Communities, and advocacy</p>	<p>Dr. Akin Merino</p>	<ul style="list-style-type: none"> • Dr. Yoshioka asked if Ms. Wilson would be willing to look over a few of our upcoming agendas for review and Ms. Wilson stated that yes, she was willing and able to assist. • Dr. Merino began her presentation discussing leadership, its definition, and the meaning of transformative leadership. She touched on how it is leaders' job to guide and inspire others, and the basic skills required of leaders. Dr. Merino went on to discuss trauma, what it is, how it affects one and their ability to lead and prosper, and how leaders need to be trauma informed. Dr. Merino continued by going over what it is to be an active listener and gave a demonstration of the difference between active and non-active listening with the assistance of Dr. Alyce Belford Saldana. Dr. Merino then discussed burnout and ways to avoid it. Concluding her presentation Dr. Merino discussed trust and connection and how these items are both needed to build relationship with others and community, to conclude her presentation Dr. Merino engaged all attendees in an activity where everyone could practice active listening. • Q & A: • Commissioner Navarro wished to add that upon his hiring at IBS he was taught that to be an effective leader one must always lead with respect and to meet people with complaints or concerns on their level. • Dr. Alyce Belford Saldana commented on the importance of trust and how without established trust there can be no connection. She stated how with marginalized communities there has to a level of connection where trust can be built upon.
ACTION ITEMS		
<p>G. Culture and Climate</p>	<p>Dr. Monica Caffey</p>	<ul style="list-style-type: none"> • Began discussion of a letter that was sent to the Board of Supervisors where concerns were raised regarding events that transpired on the July BHC meeting. Stated a productive meeting was held between herself, Dr. Yoshioka, and Diane Rundles. <ul style="list-style-type: none"> ○ Chair offered apologies and expressed gratitude to all for attendance and continued support of commission. ○ Commissioner Navarro stated Roberts Rules of Order should be followed during meeting discussion, voiced concern regarding denial of BHC hybrid meeting option, and concluded with an inquiry as to why their conference attendance was cancelled.



		<ul style="list-style-type: none">○ Dr. Valerie Samuel stated she would like to know when items from Ad Hoc committee are sent out.○ It was agreed upon all items from Ad Hoc committee will be sent to all commissioners for review before being sent out○ Commissioner Jews stated that in going forward if done so with respect and trust they can ensure they do not have another incident like the one discussed.○ Commissioner Oglesby stated she was pleased and grateful for reset and looked forward to working with the department to implement programs the community is looking for.○ Commissioner Merino inquired about the meeting between Dr. Caffey, Dr. Yoshioka, and Diane Rundles, and asked for clarification regarding cancelled conferences.○ Dr. Caffey clarified only the one conference was cancelled, and that the commission had resumed attending various conferences. She also stated her and Dr. Yoshioka will meet once a month, stressed the importance of using commissioner positions efficiently, and called for unity so that the commission can efficiently serve the community.○ Diane Rundles stated that the meeting between herself, Dr. Caffey, and Dr. Yoshioka was indeed productive, and that she felt optimistic about the reset and looked forward to continuing to do great work with the commission.○ Dr. Yoshioka stated that she agreed with Ms. Rundles that the meeting was very productive, that she and her team value their partnership with the commission and they're 150% committed to working with the commission to build Trust and ultimately lead by example.○ Commissioner Navarro made a motion to respond to CEO Snoke response asking him to reconsider allowing BHC the choice of attending the meeting virtual or in person. The motion was seconded by Commissioner Spence.○ Dr. Yoshioka stated CAO and Board of Supervisors understanding is that BHC will meet in person, and went over the lengths the department has gone to address concern of public attendance and interaction.○ Commissioner Graham expressed gratitude for Dr. Caffey's leadership, and in her, Dr. Yoshioka, and Diane Rundle's meeting allowing for better understanding and Solutions.○ Commissioner Spence stated that personally the option of hybrid would be better for her due to health and family reasons. Commissioner Jews agreed with this.○ Jolena Grinder stated under Brown Act commissioners can enact the just cause provision if there is a just cause as to why they cannot attend in person,○ Dr. Caffey inquired about the satellite sites and there designated locations. It was explained the Board and CAO
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<p>H. Conferences</p>		<p>office was consulted.</p> <ul style="list-style-type: none"> ○ Commissioner Navarro called for a vote on the motion, there was discussion as to what the motion was. It was noted by counsel that the motion had differed. ○ Commissioner Navarro amended his motion, it was seconded by Commissioner Spence. ○ Dr. Caffey asked if the Board had provided a written response regarding their decision to deny the hybrid meeting option. Dr. Yoshioka answered n. ○ Diane Rundles offered insight as to the Boards reasoning behind requiring BHC meetings be in person, and offered to return to the Board and ask again. ○ Commissioner Navarro stated he appreciated Ms. Rundles offers, however he felt it would be better if it were to be put into writing so that it was official. Commissioner Spence agreed she would like it in writing, ○ Dr. Merino thanked Ms. Rundles for the insight. ○ Commissioner Grabhorn stated that he felt it was redundant to continue asking for the hybrid option when there are measures in place for Commissioners, stating his main concern is public access. <ul style="list-style-type: none"> ● Vote was taken for Commissioner Navarro’s amended motion; with majority voting nay the motion was not carried. ● A list of upcoming conferences was provided to the commission for review. <ul style="list-style-type: none"> ○ Commissioner Navarro made suggestion regarding conferences and hotel selection, suggesting the Department ask Commissioners if they require any accommodations. ○ Commissioner Samuel asked what the protocol for conferences is, and who do they submit conference request to. Dr. Caffey informed her that requests are sent to the clerk, who will then send it out to the commissioners, so that it can be added to the agenda of the next meeting. ○ Dr. Yoshioka stated that the commissions feedback regarding the conference was shared with it’s organizers, and that the hope is changes will be made for next year. She also stated Commissioners can notify the clerk if any special accommodations are needed and we will do our best to meet them. ● Dr. Caffey requests for the Student Wellness Conference be added to the calendar, ensuring it is submitted to the Board will plenty of time in hopes of being able to stay onsite. She also asked in the event approval is not granted in time to ensure onsite accommodations that the commissioners be notified so that they have the option of choosing to no longer attend. <ul style="list-style-type: none"> ○ Dr. Merino stated there needs to be a basic expectation of hotel accommodations.
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<p>I. 2022-2023 Annual Report</p> <p>J. BHC General Session Presentation Time</p> <p>K. DAC Community Forum</p>	<p>Chair, Dr. Monica Caffey</p> <p>Chair, Dr. Monica Caffey</p> <p>Chair, Dr. Monica Caffey and Pastor Mark Graham</p>	<ul style="list-style-type: none"> ○ Commissioner Spence stated she was frustrated she was told certain accommodations would be available when they were not. ○ Dr. Yoshioka responded that the event organizers were notified of the lack of transportation and that it was acknowledged, and that next year there will be shuttles. She also explained the policy the department must follow when selecting hotels. ● Dr. Caffey made a motion to call a meeting to discuss the budget and ability to bring in a consultant to help the commission complete the 2022 – 2023 Annual Report. Dr. Merino seconded the motion, and the motion was carried. ● Dr. Caffey made a motion to shorten subject matter presentation time to 25 - 30 minutes max, so that there can be time for discussion, as well as public comment. Dr. Merino seconded the motion. Dr. Yoshioka stated in response that the department would purchase a timer so that presentation givers can have a visible remainder of the time they have available to them as well as inform presentation givers of the five points the commissioners would like addressed during presentations. Dr. Caffey then called for a vote and the motion was carried. ● Pastor Graham stated first District DAC could begin in January as the event space current renovations will be completed by then. <ul style="list-style-type: none"> ○ Dr. Yoshioka asked for clarification regarding whether the DAC will be in person or virtually and stated the board was confused by the use of the word forum and how it differs from the DAC meaning and their understanding of it. ○ Dr. Caffey explained they're looking to build a fun based community engagement event where the focus will be on cultural competency, prevention, and intervention, were the community can be engaged and informed. ○ Dr. Yoshioka suggested commissioners contact their supervisors as the word forum creates a different understanding and that it is still a DAC since it they are engaging the public and obtaining information. Just to ensure their supervisor is aware they are doing their DAC just in a different time frame and setting.
PUBLIC COMMENT		
	<p>Inaudible</p>	<ul style="list-style-type: none"> ● Audience member stated she appreciated the reset and the ability to start over as there were some consumers upset regarding the July meeting.



Behavioral Health

	Kristen Mungcal	<ul style="list-style-type: none"> Thanked the commissioners for all their efforts to come back in person, stating that clubhouse members appreciated it and that they find it easier to participate in person rather than virtual as there is less distractions. She also stated that they appreciated the satellite sites but that members had asked to go to Rialto as they prefer to be with the larger group. She reiterated her gratitude.
	Dr. Alyce Belford Saldana	<ul style="list-style-type: none"> Stated she appreciated the reset and felt that they were able to get to know each other a little differently today. Dr. Belford also stated that we need to remember the why and shared that she received news today that a homeless worker was able to save someone's life with Narcan, she stated this is why we are here and what we should be talking about. She stated the reset was very much appreciated and thanked commissioners.
Adjournment	Chair, Dr. Monica Caffey	<ul style="list-style-type: none"> The meeting was adjourned.
Next Meeting		DATE/TIME: Thursday, October 5, 2023 12:00pm 2:00pm LOCATION: 850 E. Foothill Blvd, Rialto, CA 92376

ATTENDANCE

FIRST DISTRICT	SECOND DISTRICT	THIRD DISTRICT	FOURTH DISTRICT	FIFTH DISTRICT
Lorrie Denson <i>Absent - Extended Leave</i>	Dr. Valerie Samuel <i>Present</i>	Troy Mondragon <i>Absent - Excused</i>	Dr. Monica Caffey <i>Present</i>	Gil Navarro <i>Present</i>
Michael Grabhorn <i>Present</i>	Jennifer Oglesby <i>Present</i>	Allie Mink <i>Present</i>	Jennifer Spence <i>Present</i>	Veatrice Jews <i>Present</i>
Pastor Mark Graham <i>Present</i>	VACANT	VACANT	Dr. Akin Merino <i>Present</i>	Lynn Summers <i>Absent - Excused</i>

GUESTS

Dr. Georgina Yoshioka, Marybel Valadez, John Granado, Britny Rodriguez, Dr. Alyce Belford Saldana, Dr. Joshua Taylor, Miranda Canseco, Rachel Sweitzer, Allison Cunningham, Julie Hale, Derrick Cannon, Kristen Mungcal, Arthur Shaw, Theresa Rodriguez, Gilberta Ramirez, Stacey McDaniel, Adriana Valasco, Liset Castaneda, Diane Rundles, Erica Ochoa, Jolena Grinder