

# **Appendix 2**

## **Steering Committee Report Forms and Agendas**

**COUNTY OF ORANGE  
HEALTH CARE AGENCY**

**BEHAVIORAL HEALTH SERVICES**

**JULIETTE A. POULSON, RN, MN**  
DIRECTOR

**MARK A. REFOWITZ**  
DEPUTY AGENCY DIRECTOR  
BEHAVIORAL HEALTH SERVICES

**DOROTHY HENDRICKSON**  
MENTAL HEALTH SERVICES ACT  
PROP. 63 ADMINISTRATOR

MAILING ADDRESS:  
405 W. 5<sup>th</sup> STREET, Ste. 502  
SANTA ANA, CA 92701

TELEPHONE: (714) 834-2907  
FAX: (714) 834-5506  
E-MAIL: dhendrickson@ochca.com

**Mental Health Services Act (MHSA)  
Steering Committee Meeting**

**Wednesday, July 06, 2005  
1:00 PM – 5:00 PM**

**Delhi Community Center  
505 East Central, Santa Ana, CA**

**AGENDA**

**Consumer/Family Member Pre-Meeting 1:00-2:00pm**

- |   |   |
|---|---|
| <b>I. Call to Order and Welcome</b>   | Sandra Fair<br>Chief of Operations, BHS |
| <b>II. Client Perspective</b>   | Don Haylock                             |
| <b>III. Review Agenda</b> <ul style="list-style-type: none"><li>▪ Definition of “Success”</li></ul>   | Sharon Browning<br>Facilitator          |
| <b>IV. Steering Committee Member Self-introductions</b>   |   |
| <b>V. Steering Committee Group Process</b> <ul style="list-style-type: none"><li>▪ Discussion guidelines</li><li>▪ Roles and responsibilities</li><li>▪ Decision-making</li><li>▪ Planning process<ul style="list-style-type: none"><li>➤ Review organization chart</li><li>➤ Review SC meeting schedule and planning process</li><li>➤ Q &amp; A/discussion</li></ul></li></ul>  | Steering Committee                      |
| <b>VI. Steering Committee “Need to Knows”</b> <ul style="list-style-type: none"><li>▪ Review OC planning process document<ul style="list-style-type: none"><li>➤ Established Vision, Mission and Values</li><li>➤ Established planning process and structure</li><li>➤ Established public input process and role of Steering Committee and Workgroups</li></ul></li><li>▪ Review State Strategic Planning document</li><li>▪ Review elements identified by State as appropriate responses to the MHSA</li><li>▪ Discussion: What does this mean for our planning process?</li><li>▪ Q and A</li></ul> | Steering Committee                      |
| <b>VII. Public Comment and Adjournment</b> <ul style="list-style-type: none"><li>▪ Public Comment</li><li>▪ Review contact information</li></ul>  | Sharon Browning                         |

## Mental Health Services Act (MHSA)

### Meeting Report

### Steering Committee 1<sup>st</sup> Meeting

**Date:** 07/06/05

**Consultant:** Sharon Browning

**Time:** 1PM-5PM

**Recorder:** Elizabeth O'Toole and Jessica Amezcua

**MHSA Admin.:** Dorothy Hendrickson  
(714) 834-3697

**MHSA Staff/Volunteers:**

1. Dorothy Hendrickson

6. Don Haylock

2. Bonnie Birnbaum

7. Elizabeth O'Toole

3. Maria Cervantes (Bilingual Spanish)

8. Jose Ramirez (Bilingual Spanish)

4. Shebua Burke (Bilingual Spanish)

9. Jessica Amezcua (Bilingual Spanish)

5. Pierre Tran (Bilingual Vietnamese)

**Meeting Location:**

Delhi Center  
505 East Central Ave.  
Santa Ana, CA 92707

**Total number of Attendees per meeting:**

64 Head Count (54 Documented)

**Breakdown by Ethnicity:**

13 Caucasian, Non-Hispanic  
5 Latino  
2 Asian/Pacific Islander  
34 Other

**Breakdown by role in the MH System:**

3 Client/Consumer  
1 Family Member  
8 Service Provider  
11 Other  
34 No Info Available

**Breakdown by Primary Language:**

17 English  
3 Spanish  
1 Vietnamese  
0 Other  
33 No Info Available

**Breakdown by:**

9 Total # of Ralph's Vouchers Distributed  
4 Total # of OCTA Bus Passes Distributed  
     Total # of consumers transported  
     Total # of family members transported  
     Total # of childcare recipients  
     Other     

**Breakdown by:**

     Total # of people requesting a Spanish Translator  
     Total # of people requesting a Vietnamese Translator

**COUNTY OF ORANGE  
HEALTH CARE AGENCY**

**BEHAVIORAL HEALTH SERVICES**

**JULIETTE A. POULSON, RN, MN**  
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PROP. 63 ADMINISTRATOR

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E-MAIL: dhendrickson@ochca.com

**Mental Health Services Act (MHSA)  
Steering Committee Meeting**

**Wednesday, August 03, 2005  
1:00 PM – 5:00 PM**

**Delhi Community Center  
505 East Central, Santa Ana, CA**

**AGENDA**

**Consumer/Family Member Pre-Meeting 1:00-2:00pm**

- I. **Consumer/Family Member Pre-Meeting 1:00-2:00pm**
- II. **Call to Order and Welcome** Mark Refowitz , Deputy Agency Director  
Behavioral Health Services
- III. **Review Agenda** Sharon Browning,  
Facilitator
  - July 6 meeting highlights
- IV. **Client Perspective** Shebuah Burke
- V. **MHSA – Overview and Status** Dr. Steve Mayberg, Director  
California Department of Mental Health
  - Q and A
- VI. **Mental Health Services Model** Dr. Donald Sharps
  - Q and A
- VII. **Orange County Health Services Agency** Mark Refowitz  
**Budget – Review**
  - Q and A
- VIII. **Workgroup Reports** Mary Paul, Consultant  
Ilia Rolon, Consultant
  - **Mission, Vision and Values**
    - Action item
  - **Priority issues and needs**
  - **AB 2034 & Children’s**  
**Wraparound Presentations**
  - **Workgroups Next Steps**
  - **Q and A/Discussion**
- IX. **Public Comment and Adjournment** Browning
  - **Public Comment**
  - **Announcements**
    - **August 24 Presentation on the Village**
  - **Next meeting: August 17, 2005**

**Mental Health Services Act (MHSA)**  
**Meeting Report**  
**Steering Committee 2<sup>nd</sup> Meeting**

<p><b>Date:</b> 08/03/05</p> <p><b>Time:</b> 1PM-5PM</p> <p><b>MHSA Admin.:</b> Dorothy Hendrickson (714) 834-3697</p>	<p><b>Consultant:</b> Sharon Browning</p> <p><b>Recorder:</b> Elizabeth O’Toole and Jessica Amezcua</p>
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- |  |   |
|--|---|
| <p><b>MHSA Staff/Volunteers:</b></p> <ol style="list-style-type: none"> <li>1. Dorothy Hendrickson</li> <li>2. Bonnie Birnbaum</li> <li>3. Maria Cervantes (Bilingual Spanish)</li> <li>4. Shebuah Burke (Bilingual Spanish)</li> <li>5. Pierre Tran (Bilingual Vietnamese)</li> </ol> | <ol style="list-style-type: none"> <li>6. Don Haylock</li> <li>7. Elizabeth O’Toole</li> <li>8. Jose Ramirez (Bilingual Spanish)</li> <li>9. Jessica Amezcua (Bilingual Spanish)</li> </ol> |
|--|---|

<p style="text-align: center;"><b>Meeting Location:</b></p> <p>Delhi Center 505 East Central Ave. Santa Ana, CA 92707</p>	<p style="text-align: center;"><b>Total number of Attendees per meeting:</b></p> <p style="text-align: center;"><u>134 Documented</u></p>
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<p><b>Breakdown by role in the MH System:</b></p> <p><u>  10  </u> Client/Consumer  <u>   7  </u> Family Member  <u>  65  </u> Service Provider  <u>  52  </u> Other</p>	<p><b>Breakdown by Primary Language:</b></p> <p><u>  132  </u> English &amp; No Info  <u>      </u> Spanish  <u>   2  </u> Vietnamese  <u>      </u> Other</p>
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<p><b>Breakdown by:</b></p> <p><u>  10  </u> Total # of Ralph’s Vouchers Distributed  <u>      </u> Total # of OCTA Bus Passes Distributed  <u>      </u> Total # of consumers transported  <u>      </u> Total # of family members transported  <u>      </u> Total # of childcare recipients  <u>      </u> Other _____</p>	<p><b>Breakdown by:</b></p> <p><u>      </u> Total # of people requesting a Spanish Translator  <u>   2  </u> Total # of people requesting a Vietnamese Translator</p>
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**COUNTY OF ORANGE  
HEALTH CARE AGENCY**

**BEHAVIORAL HEALTH SERVICES**

**JULIETTE A. POULSON, RN, MN**  
DIRECTOR

**MARK A. REFOWITZ**  
DEPUTY AGENCY DIRECTOR  
BEHAVIORAL HEALTH SERVICES

**DOROTHY HENDRICKSON**  
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E-MAIL: dhendrickson@ochca.com

**Mental Health Services Act (MHSA)  
Steering Committee Meeting**

**Wednesday, August 17, 2005  
1:00 PM – 5:00 PM**

**Delhi Community Center  
505 East Central, Santa Ana, CA**

**AGENDA**

**Pre-Meeting for Consumers and Family Members 1:00 –2:00pm**

- |  |                                       |
|--|---------------------------------------|
| <b>I. Call to Order</b>                        | Sharon Browning, Facilitator          |
| <b>II. Review Agenda</b>                       |                                       |
| ▪ August 3rd meeting highlights                |                                       |
| <b>III. Client /Family Member Perspective</b>  | Theresa Kasprzyk, Family Member       |
| <b>IV. Changes in DMH Guidance</b>             | Bonnie Birnbaum, DrPH                 |
| ▪ One time funding dollars                     | Mark Refowitz, Deputy Agency Director |
| ▪ Q & A  |                                       |
| <b>V. Best Practices</b>                       |                                       |
| ▪ Wraparound                                   | Alan Albright                         |
| ▪ Older Adult Services                         | Christine Basterrechea                |
| ▪ AB 2034                                      | Tony Delgado                          |
| <b>VI Workgroup Reports</b>                    | Mary Paul, Consultant                 |
| ▪ Stakeholder Group Reports                    | Ilia Rolon, Consultant                |
| ➤ Programs/Services needed                     |                                       |
| ▪ Focus Group Reports                          |                                       |
| ➤ Issues, needs, suggested services/programs   |                                       |
| ▪ Q and A/Discussion                           |                                       |
| <b>VII. Data Presentation</b>                  | Casey Dorman, PhD                     |
| <b>VIII. Program Selection Criteria</b>        | Bonnie Birnbaum, DrPH                 |
| ▪ Presentation                                 |                                       |
| ▪ Discussion                                   | Steering Committee                    |
| <b>IX. Public Comment and Adjournment</b>      | Sharon Browning                       |
| Public Comment                                 |                                       |
| ▪ Announcements                                |                                       |
| ➤ August 24 Presentation on the Recovery Model |                                       |
| ▪ Next meeting: August 31, 2005                |                                       |

**Mental Health Services Act (MHSA)**  
**Meeting Report**  
**Steering Committee 3<sup>rd</sup> Meeting**

<p><b>Date:</b> 08/17/05</p> <p><b>Time:</b> 1PM-5PM</p> <p><b>MHSA Admin.:</b> Dorothy Hendrickson (714) 834-3697</p>	<p><b>Consultant:</b> Sharon Browning</p> <p><b>Recorder:</b> Elizabeth O’Toole and Jessica Amezcua</p>
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- |  |   |
|--|---|
| <p><b>MHSA Staff/Volunteers:</b></p> <ol style="list-style-type: none"> <li>1. Dorothy Hendrickson</li> <li>2. Bonnie Birnbaum</li> <li>3. Maria Cervantes (Bilingual Spanish)</li> <li>4. Shebuah Burke (Bilingual Spanish)</li> <li>5. Pierre Tran (Bilingual Vietnamese)</li> </ol> | <ol style="list-style-type: none"> <li>6. Don Haylock</li> <li>7. Elizabeth O’Toole</li> <li>8. Jose Ramirez (Bilingual Spanish)</li> <li>9. Jessica Amezcua (Bilingual Spanish)</li> </ol> |
|--|---|

<p style="text-align: center;"><b>Meeting Location:</b></p> <p>Delhi Center 505 East Central Ave. Santa Ana, CA 92707</p>	<p style="text-align: center;"><b>Total number of Attendees per meeting:</b></p> <p style="text-align: center;"><u>85 Documented</u></p>
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<p><b>Breakdown by role in the MH System:</b></p> <p><u>  19  </u> Client/Consumer  <u>   1  </u> Family Member  <u>  43  </u> Service Provider  <u>  22  </u> Other</p>	<p><b>Breakdown by Primary Language:</b></p> <p><u>  82  </u> English &amp; No Info  <u>   1  </u> Spanish  <u>   2  </u> Vietnamese  <u>      </u> Other</p>
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<p><b>Breakdown by:</b></p> <p><u>  19  </u> Total # of Ralph’s Vouchers Distributed  <u>  12  </u> Total # of OCTA Bus Passes Distributed  <u>      </u> Total # of consumers transported  <u>      </u> Total # of family members transported  <u>      </u> Total # of childcare recipients  <u>      </u> Other _____</p>	<p><b>Breakdown by:</b></p> <p><u>   1  </u> Total # of people requesting a Spanish Translator  <u>   2  </u> Total # of people requesting a Vietnamese Translator</p>
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**Mental Health Services Act (MHSA)  
Steering Committee Meeting**

**Wednesday, August 31, 2005  
1:00 PM – 5:00 PM**

**Delhi Community Center  
505 East Central, Santa Ana, CA**

**AGENDA**

**Consumer/Family Member Pre-Meeting 1:00-2:00pm**

- |  |  |
|--|--|
| <b>I. Call to Order and Welcome</b><br>Facilitator <ul style="list-style-type: none"><li>▪ Review Agenda</li><li>▪ Aug 17 meeting highlights</li></ul>                                 | Sharon Browning,                                   |
| <b>II. Consumer/Family Perspective</b>   | Judy Adams   |
| <b>III. Best Practices / Brief Overview</b> <ul style="list-style-type: none"><li>▪ AB 2034</li><li>▪ PACT</li><li>▪ Older Adults (START, SHOPP)</li></ul>                             | Anthony Delgado<br>Clayton Chau, MD<br>Kevin Smith |
| <b>IV. Recovery Model Workshop Recap</b>   | Alan Edwards, MD                                   |
| <b>V. Cultural Competencies and Disparities Access</b>   | Ronnie Kelley                                      |
| <b>VI. Workgroup Recommendation Highlights</b> <ul style="list-style-type: none"><li>▪ Children and Youth &amp; Transitional Age Youth</li><li>▪ Adult</li><li>▪ Older Adult</li></ul> | Alan Albright<br>Kevin Smith<br>Kevin Smith        |
| <b>VII. Three Types of System Transformation Funding</b>   | Sandra Fair  |
| <b>VIII. Public Comment and Adjournment</b> <ul style="list-style-type: none"><li>▪ Public Comment / Announcements</li><li>▪ Next Steps</li></ul>                                      | Sharon Browning                                    |

Next Meeting: September 14, 2005 (1:00PM – 5:00PM)

**Mental Health Services Act (MHSA)**  
**Meeting Report**  
**Steering Committee 4<sup>th</sup> Meeting**

<p><b>Date:</b> 8/31/05</p> <p><b>Time:</b> 1PM-5PM</p> <p><b>MHSA Admin.:</b> Dorothy Hendrickson (714) 834-3697</p>	<p><b>Consultant:</b> Sharon Browning</p> <p><b>Recorder:</b> Sharon Browning</p>
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**MHSA Staff/Volunteers:**

1. Dorothy Hendrickson	6. Don Haylock
2. Bonnie Birnbaum	
3. Maria Cervantes (Bilingual Spanish)	
4. Shebuah Burke (Bilingual Spanish)	
5. Pierre Tran (Bilingual Vietnamese)	

<p><b>Meeting Location:</b></p> <p>Delhi Center 505 East Central Ave. Santa Ana, CA 92707</p>	<p><b>Total number of Attendees per meeting:</b></p> <p style="text-align: center;"><u>161 Documented</u></p>
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<p><b>Breakdown by role in the MH System:</b></p> <p><u>93</u> Client/Consumer  <u>13</u> Family Member  <u>6</u> Service Provider  <u>49</u> Other</p>	<p><b>Breakdown by Primary Language:</b></p> <p><u>159</u> English &amp; No Info  <u>      </u> Spanish  <u>2</u> Vietnamese  <u>      </u> Other</p>
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<p><b>Breakdown by:</b></p> <p><u>93</u> Total # of Ralph’s Vouchers Distributed  <u>      </u> Total # of OCTA Bus Passes Distributed  <u>      </u> Total # of consumers transported  <u>      </u> Total # of family members transported  <u>      </u> Total # of childcare recipients  <u>      </u> Other _____</p>	<p><b>Breakdown by:</b></p> <p><u>      </u> Total # of people requesting a Spanish Translator  <u>2</u> Total # of people requesting a Vietnamese Translator</p>
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**COUNTY OF ORANGE  
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**Mental Health Services Act (MHSA)  
Steering Committee Meeting**

**Wednesday, September 14, 2005  
1:00 PM – 5:00 PM**

**Delhi Community Center  
505 East Central, Santa Ana, CA**

**AGENDA**

**Consumer/Family Member Pre-Meeting 1:00-2:00pm**

- |   |  |
|---|--|
| <b>IX. Call to Order and Welcome</b> <ul style="list-style-type: none"><li>▪ Review Agenda</li><li>▪ Aug 31 meeting highlights</li></ul>        | Sharon Browning,<br>Facilitator                  |
| <b>X. Consumer/Family Perspective</b>   | Janice DeLoof                                    |
| <b>XI. Draft Funding Formula Presentation</b> (by age group)  | Mark Refowitz                                    |
| <b>XII. Steering Committee Discussion and Input on Formula</b>  | Mark Refowitz                                    |
| <b>XIII. Detailed Workgroup Recommendations/Costs</b>   | Alan Albright &<br>Kevin Smith                   |
| <b>XIV. Steering Committee Input on Recommendations</b>   | Mark Refowitz,<br>Alan Albright &<br>Kevin Smith |
| <b>XV. Public Comment and Adjournment</b> <ul style="list-style-type: none"><li>▪ Public Comment / Announcements</li><li>▪ Next Steps</li></ul> | Sharon Browning                                  |

Next Meeting: September 28, 2005 (1:00PM – 5:00PM)

**Mental Health Services Act (MHSA)**  
**Meeting Report**  
**Steering Committee 5<sup>th</sup> Meeting**

<p><b>Date:</b> 09/14/05</p> <p><b>Time:</b> 1PM-5PM</p> <p><b>MHSA Admin.:</b> Dorothy Hendrickson (714) 834-3697</p>	<p><b>Consultant:</b> Sharon Browning</p> <p><b>Recorder:</b> Sharon Browning</p>
<p><b>MHSA Staff/Volunteers:</b></p> <ol style="list-style-type: none"> <li>1. Dorothy Hendrickson</li> <li>2. Bonnie Birnbaum</li> <li>3. Maria Cervantes (Bilingual Spanish)</li> <li>4. Shebuah Burke (Bilingual Spanish)</li> <li>5. Pierre Tran (Bilingual Vietnamese)</li> </ol>	<ol style="list-style-type: none"> <li>6. Don Haylock</li> <li>7. Marco Anzar</li> <li>8. Kate Pavich</li> <li>9. Judy Grisot</li> </ol>
<p><b>Meeting Location:</b>                  Delhi Center                  505 East Central Ave.                  Santa Ana, CA 92707</p>	<p><b>Total number of Attendees per meeting:</b>   <u>96 Documented</u></p>
<p><b>Breakdown by role in the MH System:</b></p> <p><u>  12  </u> Client/Consumer  <u>   8  </u> Family Member  <u>  44  </u> Service Provider  <u>  32  </u> Other</p>	<p><b>Breakdown by Primary Language:</b></p> <p><u>  94  </u> English &amp; No Info  <u>   0  </u> Spanish  <u>   2  </u> Vietnamese  <u>      </u> Other</p>
<p><b>Breakdown by:</b></p> <p><u>   7  </u> Total # of Ralph's Vouchers Distributed  <u>   0  </u> Total # of OCTA Bus Passes Distributed  <u>      </u> Total # of consumers transported  <u>      </u> Total # of family members transported  <u>      </u> Total # of childcare recipients  <u>      </u> Other _____</p>	<p><b>Breakdown by:</b></p> <p><u>   0  </u> Total # of people requesting a Spanish Translator   <u>   0  </u> Total # of people requesting a Vietnamese Translator</p>

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**Mental Health Services Act (MHSA)  
Steering Committee Meeting**

**Wednesday, September 28, 2005  
900 PM – 5:00 PM**

**Delhi Community Center  
505 East Central, Santa Ana, CA**

**AGENDA**

**Consumer/Family Member Pre-Meeting 1:00-2:00pm**

- |  |                                      |
|--|--------------------------------------|
| <b>I. Call to Order and Welcome</b>  | Sharon Browning,<br>Facilitator      |
| <b>II. Review Agenda</b>   | Sharon Browning                      |
| <b>III. Public Comments<br/>(30-45 min. 2-3 min. per person)</b>   | Sharon Browning                      |
| <b>IV. MHSA Process Recap<br/>Timeline for Submission of Plan to DMH</b>   | Dorothy Hendrickson                  |
| <b>V. Revised Allocation Plan Recommendations<br/>Steering Committee Discussion and Consensus</b> <ul style="list-style-type: none"><li>▪ Allocation Plan</li><li>▪ One Year Funding Plan</li><li>▪ One Year Services and Support</li><li>▪ Year Two and Three Allocation Plan</li><li>▪ Year Two and Three Services and Support</li></ul> | Sharon Browning /<br>Bonnie Birnbaum |
| <b>VI. Preparation for Public Hearing &amp;<br/>Subsequent Steering Committee meetings<br/>On-Going Process</b>  | Sharon Browning                      |
| <b>VII. Homeless Documentary<br/>“Orange County, The Untold Story”<br/>Pierre Tran</b>   | Shebuah Burke<br>Don Haylock         |
| <b>VIII. Closing Comments &amp; Adjournment</b>  | Dorothy Hendrickson                  |

## Mental Health Services Act (MHSA)

### Meeting Report

### Steering Committee 6<sup>th</sup> Meeting

<p><b>Date:</b> 09/28/05</p> <p><b>Time:</b> 1PM-5PM</p> <p><b>MHSA Admin.:</b> Dorothy Hendrickson (714) 834-3697</p>	<p><b>Consultant:</b> Sharon Browning</p> <p><b>Recorder:</b> Sharon Browning</p>
<p><b>MHSA Staff/Volunteers:</b></p> <ol style="list-style-type: none"> <li>1. Dorothy Hendrickson</li> <li>2. Bonnie Birnbaum</li> <li>3. Maria Cervantes (Bilingual Spanish)</li> <li>4. Shebuah Burke (Bilingual Spanish)</li> <li>5. Pierre Tran (Bilingual Vietnamese)</li> </ol>	<ol style="list-style-type: none"> <li>6. Don Haylock</li> <li>7. Marco Anzar</li> <li>8. Kate Pavich</li> <li>9. Judy Grisct</li> <li>10. Jonathan Yu</li> </ol>
<p style="text-align: center;"><b>Meeting Location:</b></p> <p>Delhi Center 505 East Central Ave. Santa Ana, CA 92707</p>	<p style="text-align: center;"><b>Total number of Attendees per meeting:</b></p> <p style="text-align: center;"><b><u>98 Documented</u></b></p>
<p><b>Breakdown by role in the MH System:</b></p> <p><u>  7  </u> Client/Consumer <u>  1  </u> Family Member <u> 90 </u> Service Provider</p>	<p><b>Breakdown by Primary Language:</b></p> <p><u> 97 </u> English &amp; No Info <u>  0 </u> Spanish <u>  1 </u> Vietnamese <u>    </u> Other</p>
<p><b>Breakdown by:</b></p> <p><u>  7  </u> Total # of Ralph's Vouchers Distributed <u>  0  </u> Total # of OCTA Bus Passes Distributed <u>    </u> Total # of consumers transported <u>    </u> Total # of family members transported <u>    </u> Total # of childcare recipients <u>    </u> Other _____</p>	<p><b>Breakdown by:</b></p> <p><u>  0  </u> Total # of people requesting a Spanish Translator  <u>  1  </u> Total # of people requesting a Vietnamese Translator</p>