

Minutes for Mental Health Planning Council Retreat
September 11, 2009
Location: 1793 Richmond Road
Charlottesville, VA 22911

Attendees: Becky Sterling(President), Ann Benner(Vocal Representative), Lisa Goodwin, Vicki Hardy-Murrell(Children's Services), James A. Johnson, (MHPC Sec),Mary Kay Johnston, Bonnie Neighbour (At – Large member) Brian Parrish(Budget), Michael Pendrak(Membership), Mary Ann Beall (At-Large members),Anne Burhans, Alison Hymes, Michael Carrasco, Jack Wood.

DMHRSAS Staff: Jo-Amrah McElroy (Mental Health Planner)

Guests: Denise Konrad-(Faciliator), Pat Palmer (MHAV minutes)

Those not present at 9/11/09 MHPC meeting

Council

Pierre Ames, Ann Cutshall, Betty Etzler, Catherine Hancock, Melissa C. Harless, Candace Benn, Jack Brandt, Donna Sue M. Harmon, James M. Martinez, Paige McCleary, Patricia Meyer, Lisa Moore, Kenneth Moore, Kathleen Sadler, Mira Signer, Steven F. Peed, Paula Price, Vernon Simmons, Joe Speidel, Carol F. Ulrich, Irene Walker-Bolton, Donna Wenzel, Susan D. Williams, John Otenasek

Staff

George Banks, Charline Davidson, Katherine Hunter, Sharon Koehler, Janet Lung, James Reinhard, Michael Shank, Frank Tetrick

(Meeting was called to order at 10:02)

Welcome: Becky Sterling, MHPC President

Retreat started at 10:08

Denise introduced herself as the Facilitator for assisting the group determine what the council's strategic plan might be. She gave her background history and then asked for each person to introduce themselves and offer a description of what they hoped to achieve for the Council. A common thread was the desire to have the council more visible, development of relationships, better understanding of the council responsibilities and goals, use power more efficiently, focus on advocacy, and recruit more of the public.

Ice Breaker: Denise led the group in an ice-breaker.

Ground rules: The group brain stormed and developed the following ground rules for the retreat:
No decisions made but all decisions will be taken back to the council as a whole,

Speak your thoughts and then hold your second thought until all have had their turn,
Inject humor.
No dumb questions
Speak up and remind members if they can't be heard
Eliminate side bar conversations.

Review Mental Health Planning Council Mission Statement:

MHPC Mission Statement- consensus to use mission statement listed in by laws:

The mission of the Virginia Mental Health Planning Council is to advocate for a consumer-driven system of services and supports that promotes self-determination, empowerment, recovery, resilience, health, and the highest possible level of consumer participation in all aspects of community life including work, school, family and other meaningful relationships.

Discussion followed: Who are we? Statement says we are a council, advocates and system promoters. What are the basic issues the council is here to address? Some comments: Promoting self determination, consumer involvement-system wide. Advocacy, have clear federal mandates of what is expected. How does the council identify issues to advocate for? The President /chairperson propose a course of action/agenda that reflects the member's vision. Citizens/council brings ideas-public comments to the table. How does the Council identify issues to be advocates for? Council members as representatives, consumers & other groups Who are the Councils stakeholders? Individuals in Virginia (common theme is dealing with, involved in and touched by Mental Health issues. The "common unity is mental health" SAMSA, dept of behavioral health, citizens of Virginia who experience Mental Health issues, consumer run programs, children & youth, Mental Health Block Grant recipients, elder services, family members (important to those in attendance that all those who are affected are listed), mandated state agencies.

10 minute break at 11:25

Reconvened at 11:37

The Public Law 102-321-Mental Health Planning Council Legislation Duties listed.

What is the Planning Council supposed to do?

Federal government is making a mandate to:

- 1: review MHBG
- 2: recommend
- 3 monitor
- 4: advocate
- 5: evaluate

Questions and discussion followed regarding what we as a council can do to assist an individual with their individual needs or issues. We make a referral; connect them to who can help. Connecting people to people, It was suggested that we look at the possibility of having item number 2 of the public law revised, but was also acknowledged that this would be a long range project.

ACTION ITEMS: The following were proposed as follow up action items.

Revisit mission statement, by laws review, and website.

Formal opportunity for citizen input.

Establish a policy for handling requests from individuals for advocacy on their behalf.

Policy regarding manual reimbursement of travel procedure and recruitment.

The statement was made by an individual that the state does not listen regarding recommendations about block grant money. The department does not seem to take it seriously. It was also stated by another individual that the state is required to incorporate or submit suggestions or recommendation by law, and that there has been some success as well as failures, consistent with how well the state hears our messages. We are not a board; we have the power of recommendation and persuasion. In order to manage expectations it is necessary to have an agenda and have plan.

Break for lunch at 12:00.

Reconvene 1:00

Denise presented the question: Given the Legislative mandate for MHPC, considering its strengths, successes and needs for individuals in Virginia who experience mental health issues. What is your vision for the Council in 2012?

Everyone to list their ideas regarding the following topics:

- 1: Council composition/representation?
- 2: Financial situation?
- 3: Committees and structure?
- 4: Meeting structure, procedure and policies?

The Council broke up into 4 groups to answer questions pertaining to 2012. Then each group put each person's key ideas on paper, got back together to consolidate all lists. –Discussion

Break at 2:30-

Reconvened 2:45

There was a brief discussion on information regarding budget issues-suggestion to activate a committee (who sets/manages budget) and Teleconference

Need to coordinate the budget with the Strategic plan

Use Grant resources w greater efficiency

Develop and implement strategy to monitor progress/success of MHPC & recipients

Conflict of interest policy

Returned to items prior to break:

Denise combined specific Council requests, Action items, and Long Range 2012 plans and dreams-listed under: Operations, Membership, By-Laws, Public Relations and Advocacy.

Break 3:30

Meeting resumed 3:40

Standing Committees listed in by-laws (committees that are currently active **)

Executive**

By-laws & Policy

Membership & Training**

Adult Services**

Child/Adolescent Services**

Advocacy/ System Reform

Budget/Funding**

Evaluation & Monitoring

Keeping in mind FOIA in regard to various committees there was discussion on:

Recognizing member limitations with other commitments-family, full time jobs.

When recruiting others it is necessary to make people aware of the commitment they have agreed to.

Possibility of adding 3 new committees (Public Relations, Elders, and Mental Health Block Grant review)

There was discussion about the possibility to mesh various committees. It was expressed the main function of forming MHPC as to handle the block grant so it should not be put into a subcommittee.

MHPC MANDATE:

- To review annually the Mental Health Block Grant and submit recommendations to the Commissioner of DBHDS regarding the Block Grant.
- Serve as an advocate on an on-going basis...
- Annually monitor, review and evaluate allocation and adequacy of mental health services in Virginia.

There was conversation regarding possible small group to meet re: Block grant preparations with Jo-Amrah McElroy (State MH Planner) indicated her willingness to include board member/s in the preparation process.

Some members felt public relations were necessary and very specific activity that should not be put under the Advocacy committee. There was discussion that a PR professional should be recruited to the Council.

Denise handed out a grid listing each committee; Council members broke into small groups to identify key issues. All of this feedback was collected by Denise to consolidate, which would provide information to rank by priority.

Meeting adjourned 4:45.

Minutes for Mental Health Planning Council Retreat

September 12, 2009

Location: 1793 Richmond Road

Charlottesville, VA 22911

Attendees: Becky Sterling(President), Ann Benner(Vocal Representative), Lisa U. Goodwin, Vicki Hardy-Murrell(Children's Services), James A. Johnson, (MHPC Sec),Mary Kay Johnston, Bonnie Neighbour(At – Large member) Brian Parrish(Budget), Michael Pendrak(Membership), Mary Ann Beall (At-Large members),Anne Burhans, Alison Hymes, Michael Carrasco.

DMHRSAS Staff: Jo-Amrah McElroy (Mental Health Planner)

Guests: Denise Konrad-(Facilitator), Pat Palmer (MHAV minutes)

Meeting was called to order at 8:02

Those not present at 9/11/09 MHPC RETREAT

Council

Pierre Ames, Ann Cutshall, Betty Etzler, Catherine Hancock, Melissa C. Harless, Candace Benn, Jack Brandt, Donna Sue M. Harmon, James M. Martinez, Paige McCleary, Patricia Meyer, Lisa Moore, Kenneth Moore, Kathleen Sadler, Mira Signer, Steven F. Peed, Paula Price, Vernon Simmons, Joe Speidel, Carol F. Ulrich, Irene Walker-Bolton, Donna Wenzel, Susan D. Williams, John Otenasek, Jack Wood

Staff

George Banks, Charline Davidson, Katherine Hunter, Sharon Koehler, Janet Lung, James Reinhard, Michael Shank, Frank Tetrick

Meeting started 8:05 approximately.

Denise then presented a **possible Vision Statement** for council to use during the retreat:

Virginia's Mental Health Planning Council will be the trusted, visible advisory body providing consensus-driven, evidence-based recommendations to the Department of Behavioral Health and Developmental Services regarding the service needs of individuals in Virginia with mental health experiences. The Council and its Committees will set annual goals and strategic objectives and will regularly measure its performance toward those goals. The Council and its Committees will be focused and action-oriented in its meetings. The Council will proactively identify key issues for which it should advocate, and be prepared to respond, when needed, to issues that may arise(e.g., data presented, proposed policy/legislation).

Using a working grid from Friday Denise combined specific Council requests, Action items, Long Range 2012 plans and dreams. She handed back a revised grid showing **Advocacy/System Reform, Membership, Operations, Budget and Proposed Public Relations.**

To be ranked under: **Prioritize critical issues**

High: to address within the next six months

Medium: to address within the next 12 months

Low: start to address in 2012 or later

The group ranked all topics into High, Medium and Low categories, and then broke into five committees based on By-Laws. The group prioritized the selected topics and gave a progress report and what needed to be dealt with by the Council for Advocacy/ System Reform, Membership, Operations, Budget and proposed Public Relations

Denise will create a written report based in part on what she collected from each group.

Ending housekeeping discussions:

Anne Burhans wa appointed by the president to be the Chair of By- laws committee

Bonnie Neighbor will take chair role for Advocacy if after solicitation for participation in that role is presented to the council as a whole.

We need co chairs for all committees

The December meeting: voting on officers and Denise will be present to provide a final Retreat report and to discuss results.

The group felt strongly that everyone should be on a committee with a balance of equal work load(4 or 5 to a committee)It was suggested that we have 1 hour of each meeting to meet as committees and then come together w/ Council as a whole. Becky will attempt to split committee meetings into am and pm meetings to accommodate those on more than one committee.

Clarification on FOIA ok to share 1 to 1, you can share to **all** just no discussion.

Set goal to have Meeting Minutes to group within 7 days.

Discussion of need to share of information from various committees so all will know what is going on in other groups.

Brian-requested a need to add to the agenda an Executive Committee, to meet as well as be a part of Council committees.

Important to have continuity of officers for experience, and historical knowledge to bring to Executive Committee.

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Retreat Goals-

- 1) Understanding the role specifically- Legislative mandate of council
- 2) Agree on Council priorities 2009-2012
- 3) Improve Council's ability to help meet needs of individuals and strengthen memberships between meetings.

Denise expressed importance in sharing the good news and momentum from the Retreat with the rest of the Council. Vicki suggested each person who attended the retreat to speak about information received. Lisa suggested basing conversations on same document for sharing purposes and consistency. Mary Kay felt that sharing information in writing with individual slants will cause loss of energy gained. This would be lost if we wait to use a written report to share. Michael P suggested contacting others on the Council before next Friday.

Becky will create an email to alert others that Retreat members will be contacting them. Jo-Amrah will send email, "expect a call from one of the members who attended".

Denise took the Block Grant Membership list and those members present volunteered to call those who were not present.

Denise- needs feedback regarding these phone calls. She will give Becky her email address for people to contact her.

Nominating:

Nominating Committee chair apologized to existing Secretary for confusion regarding the number of persons to be listed on a slate of officers. Apology was accepted. Nominee for President-Becky Sterling Potential nominees for Adult Services, Children Services Chairs will be contacted before December meeting,.

Discussion: It was suggested that a potential Officer should be on a committee for two years or more before serving and the idea of two year terms was discussed.

Retreat ended at 12:00

Respectfully submitted,
Patricia H. Palmer