

Mental Health and Substance Abuse Sales Tax Committee  
Meeting Minutes  
April 2, 2013  
3:30 p.m.  
Jefferson County Public Health – Pacific Room  
Approved May 7, 2013

Board Members:

- John Austin
- Sheila Westerman
- Catharine Robison
- Barbara Carr - excused
- Conner Daily – absent
- Jill Buhler - excused
- Ruth Gordon

Staff: Jean Baldwin, Donna Marvin

**I. Call to order**, 3:38 pm, quorum present

**II. Approval and modification of the Agenda**

Catharine (M)/Ruth (S)/Stands as written

**III. Review and adoption of the minutes of March 5, 2013**

Corrections:

Page 2, section 7, 2<sup>nd</sup> paragraph – should read Sam from ~~Safe Harbor~~ Jefferson Mental Health. Page 3, section 9 – capitalization correction for Safe ~~h~~Harbor.

Catharine (M)/Sheila (S)/Approved

**IV. Public Comment** – None

**V. 2013 Budget Tracking**

Jean distributed and explained a handout (she used to present to BOCC 03/25/13) which includes the 2010-2011 Jefferson County Strategic Plan, chart showing where the funds are allocated, and chart explaining how monthly totals show services. Questions/discussion/suggestions.

Jean distributed and explained the budget spreadsheet. JCPH staff has met twice with JMH's new fiscal person to offer help.

**VI. Report on Co-occurring Disorders Program – Counselors – Jefferson County Mental Health and Safe Harbor.**

No report (presenters not in attendance, unable to reach by phone).

**Frequency of meetings and agenda planning**

May 7<sup>th</sup> : School Based Mental Health Clinic services – Julia will email Sam Markow requesting that counselors come to the meeting for the presentation.

June 4<sup>th</sup>: Jefferson Mental Health-Codit

July 2<sup>nd</sup> : Safe Harbor & Co-occurring

August 6<sup>th</sup> : Jumping Mouse and NFP.

June - review applications and contract changes

July - recommendations

**VII. Invitations to presenters/contractors  
(Safe Harbor, School Based Mental Health Services, Jumping Mouse, Topside, Jefferson Mental Health and NFP)**

Invitation/communication to presenters needs to be very clear.

Presentations to be 15-20 minutes.

Jail Nurse presented January 29<sup>th</sup> mtg.

**VIII. RFP process for School Contract starting September 2013**

Jean presented and explained the highlighted changes in the draft RFP mailed to members as proposed by JCPH. It is the same RFP as in the past but includes input from John Austin, Jean Baldwin and JCPH fiscal team.

Discussion/clarifications/suggestions

She gave a brief explanation of how the SBHCs work. One thing that is different this year – they will identify a set of hours/week by building.

There was support and the draft will be sent out tomorrow (04/03/13).

***MOTION:***

Ruth Gordon moved that staff be directed to send out the RFP (including changes) to David Alvarez and to pursue publication.

Catharine/(S). Passed unanimously.

**X. Other**

Catharine requested discussion about concerns over the fairness of the process, in that the SBC's RFP is out of sync with the others and no solution has been found.

Question: Could we bring all the others into an earlier alignment in June/July. (There is some concern about vacations in summer.)

Suggestion: For a more fair process we could run a range and people could apply, do prioritization and as changes occur assign the number based on how things look. (Staff is very good with projections.) If more or less money comes in, do a single page budget change.

Sheila disagreed with the "fairness" issue – she feels that it has been "awkward", but not un-fair. Her opinion is to wait and change it the next time around, to let them know so they can plan.

General agreement to wait and look at changing the process next year, but announce the change this year.

Discussed meeting schedule/times.

Next meeting: May 2, 2013

Agenda Items: Report from School Mental Health Providers

Meeting adjourned 4:36.