

**Department of Human Services
Addictions and Mental Health Division
Mental Health Planning and Management Advisory Council**

January 8, 2009 Minutes

Council Attendees: Raul Ramirez, Rebecca Edens, Jammie Farish, Matthew Holland, Lisa Moody, Toni Peterson, Jim Russell, Jan Stewart, Scott Snedecor, Megan Hornby.

Council Participation by Phone: Mary Claire Buckley, Carol Gundlach, Annette Matthews, Todd Jacobson

Guests: Ann Kasper [by phone], Jake Young, Henry L.

AMH Staff: Richard Harris, Madeline Olson, Len Ray, Bob Gebhardt, Jane-ellen Weidanz, Judy Rinkin [for Bill Bouska], Claudia Grimm, Jamie Rockwell

Topic/Key Discussion Points	Action/Task/Decision Log	Responsible Persons	Due Date
Welcome and Introductions	Raul Ramirez, Adult Co-chair, opened the meeting with a welcome and introductions.		

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<p><u>Legislative and Budget Update:</u> Madeline Olson provided opening remarks.</p> <p><u>Bob Gebhardt, Budget Administrator provided updates on:</u></p> <ul style="list-style-type: none"> ●2007-09 Budget ●2009-11 Budget process <p><u>Jane-ellen Weidanz, AMH Governmental Affairs Manager</u> provided overview of the legislative process and communication tools to keep people informed:</p> <ol style="list-style-type: none"> 1) AMH is hosting a weekly conference call, Tuesdays at 4:00 pm through the session. Phone number is: 1-888-895-4286, PIN 432475. 2) AMH Legislative website – will be posting bills of interest, testimony, fact sheets and reports related to AMH programs and services and the Ways and Means presentation. There will also be links to legislative web-sites of interest. You can sign-up for “e-alerts” which will alerts you when AMH adds new information. 3) Advocacy trainings are being conducted. 	<p>Information will be made to the Council when available; Web-link will also be provided. Don’t just pay attention to AMH – there will be ramifications from cuts in other DHS Division budgets.</p> <p>We are hoping this will become a dialogue where people can present issues.</p> <p>If interested contact Jane-ellen at 503-945-9725 or Jane-Ellen.Weidanz@state.or.us.</p>		

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<p><u>Formalize Protocol</u> – Giving and receiving information; and what happens as a result of the Council forwarding a recommendation to AMH administration.</p> <p><u>Discussion with Madeline Olson:</u></p> <ul style="list-style-type: none"> ●Motions need to be made in writing; ●Recommendations are directed to the Assistant Director in writing. If there is a problem there needs to be a statement of problem; issues; and recommendation[s]. ●Replies to the Council need to be in writing so there is a record. ●ASAC and CSAC were established as the bodies where issues are worked, and then sent to PAMAC. 	<ul style="list-style-type: none"> ●Claudia will draft a protocol to recap Madeline’s recommendations on the process. ●Need to have a discussion with Richard Harris regarding the ability of the council to give advise to other agencies, stakeholder groups, etc. <p><u>Jim Russell made a motion that</u> Claudia draft a protocol which describes the process for PAMAC recommendations to AMH leadership and the process for AMH response to PAMAC. Motion seconded by Jan Stewart and approved by Council.</p> <p>Draft Protocol will be sent to members prior to the February meeting for review and comment. Protocol will be finalized in February.</p>	<p>Claudia Grimm</p> <p>Jamie Rockwell</p>	<p>2/5/09</p>
<p><u>December Minutes:</u> Jammie Farish would like to have more substance in the minutes to capture the conversation of major topics discussed so as to not lose issues.</p>	<p>Minutes were adopted with minor edits. Minutes will be posted on the web.</p>	<p>Jamie Rockwell</p>	

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<p><u>Approval of By-Laws</u> Paula Bauer sent an e-mail to Claudia noting an issue re proxy vs. alternates [Article 2. e. and g.]. If a member sends someone in their stead, and a vote is needed, why would we not allow that person to vote in lieu of the member? The person could always abstain if he/she didn't feel informed enough to cast a vote.</p> <p>Recommend deleting Article 5. a. This addresses CSAC and ASAC and essentially restates Article 5 h. and i.</p>	<p>Megan Hornby made a motion to adopt the proposed by-laws changes and proposed corrections made today. Motion passed.</p>		
<p><u>Formalize PAMAC Roles and Responsibilities</u> – Per discussion at the December 4, 2008 meeting Claudia Grimm drafted “Roles and Responsibilities”. These were sent to Council members for review and approval.</p>	<p>Jammie Farish made a motion to approve with noted changes. Raul Ramirez seconded. Motion Passed.</p> <p>Document will be updated and sent to Council members.</p>	<p>Claudia & Jamie</p>	
<p><u>Council titles used on placards:</u> discussion focused on the correct title for consumer representatives.</p>	<p>Contact Jamie if you want your title on the placard changed.</p>		

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<p><u>PAMAC PLANNING</u> Council members were sent a matrix of priorities identified at the December 2008 meeting and asked to identify 2-3 top priorities prior to the January meeting.</p> <p>Richard Harris, Interim Assistant Director for AMH noted:</p> <ul style="list-style-type: none"> ●He appreciates the Council’s work; ●Would like the Council to keep “Funding” on the table as a topic. Everything is dependent on what happens in the GRB. Will need the Council to articulate support for finding solution[s] for this problem. 	<p>Claudia will finalize a planning document.</p> <p><u>Summary of discussion and prioritization:</u></p> <ul style="list-style-type: none"> ●The top priority for 2009 is Wellness [including prevention and recovery]. Top issues identify in this category: Early mortality, Peer Delivered Services, suicide prevention and alternative & complementary treatment. ●System integration and collaboration were identified as the vehicle to support Wellness. Within this broad category, housing/homelessness and TAY were additional issues the group felt were important. 	<p>Claudia</p>	<p>2/5/09</p>