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DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF CHILD AND FAMILY SERVICES
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Cindy Pitlock, DNP
Administrator

RURAL CHILDREN'S MENTAL HEALTH CONSORTIUM

MEETING MINUTES

MARCH 17, 2022

All members participated via Lifesize Technology (video or audio).

VOTING MEMBERS PRESENT:

Jan Marson
Jaymee Oxborrow
Lana Robards
Mala Wheatly
Melissa Washabaugh
Michelle Sandoval
Rebecca McGough
Sarah Dearborn
Sarah Hannonen

VOTING MEMBERS ABSENT:

Heather Plager
Jessica Flood

STAFF AND GUESTS:

Audre Large, NVPEP
Beverly Burton, DCFS
Bill Wyss, DCFS, SOC
Cathi Spooner, SNAMS
Char Frost, NV PEP
Chris Berry, NV PEP
Kary Wilder, DCFS
Kendra Gipson, NV PEP
Kim Donahue
Kristen Rivas, DCFS
Lexie Beck, Youth Move Nevada
Nicole Mara, DCFS
Shannon Hill, DCFS, SOC
Stephanie Dotson, DCFS

Susie Badger, DCFS

Valerie Balen, Children's Advocacy Alliance

Valerie Haskins, Rural Region Behavioral Health Coordinator

1. Call to Order, Roll Call, Introductions – Melissa Washabaugh, Rural Children's Mental Health Consortium Chair

Ms. Washabaugh called the meeting to order at 3:02 pm. Kary Wilder, Administrative Assistant III, Planning and Evaluation Unit (DCFS), conducted roll call and quorum was established with nine members present.

2. Public Comment. *No action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken.*

- a. Sarah Dearborn reported Medicaid is holding a public hearing on Friday, March 18th on the Medicaid Service Manual (MSM) Policy for Neurotherapy Services beginning at 8:30 am. A Public Hearing is scheduled March 29th on proposed MSM Manual updates for Crisis Stabilization Centers and posted submission to the Center for Medicare and Medicaid Services for the State Plan Amendment for rate methodology associated with Crisis Stabilization Centers. Ms. Dearborn will post Public Notice website links in the Chat.
- b. Lexie Beck announced Youth Move Nevada is doing a youth training on Student-Led Individual Education Plans (IEPs) on March 29th at 5:00 pm. She encouraged everyone to register youth (ages 14 – 24) who have IEPs, to participate to learn about self-advocacy and ways to manage their own IEP. Ms. Beck will put a registration link in the Chat.
- c. Michelle Sandoval announced DCFS Rural Region has received a \$250K Transformation Initiative Award. They will be working to market Mobile Crisis to frontier and tribal communities, to expand their awareness and knowledge of available resources. The Children's Crisis Mapping project is also planned, and Rural Region will be looking to the Consortium for input as work begins to develop the tool and process. Work is underway to make gas cards available at 16 rural clinics for any families in the community needing transportation out of town for a behavioral health emergency. Ms. Sandoval will keep the Consortium updated as these projects roll out.

3. For Possible Action. Approval of the December 16, 2021 Meeting Minutes – Melissa Washabaugh, Chair

MOTION: Michelle Sandoval made a motion to accept the December 16, 2021 meeting minutes.

SECOND: Jaymee Oxborrow

VOTE: Motion passed unanimously with no opposition or abstention.

4. For Possible Action. Ten-Year Strategic Plan Update to the Department of Health and Human Services Director – RCMHC Members

Kristen Rivas clarified an updated plan is due from the Consortium every year by NRS. The draft Service Priorities Plan document was created by Ms. Washabaugh from the previous year's plan and used the Clark County Consortium plan as a template. Michele Sandoval thanked Ms. Washabaugh for all her work to create the draft document.

Sections from the document were reviewed with changes agreed upon by the members. Amy Adams was removed from the list of Current Membership and Vacancies, her position changed to a vacant position, and the list was reformatted using bullet points.

A discussion was held regarding the purpose of the report and the role of the Consortium as the legislative advocate for rural youth and families. Kristen Rivas clarified the importance of providing an alignment of goals and expectations relating to community outreach, activities and issues supported by the Consortium. A key piece is to provide new statistics supporting recommendations to the legislature looking at children's mental health in rural Nevada. As the voice of the rural community, the Consortium needs to make a comprehensive report and put forward key requests and information about the region's needs for future legislation. Lexie Beck commented the report should also include recommendations and updates from community partners who represent youth and families on their needs and status of improving access to services and programs. Sarah Hannonen said it was important not to miss an opportunity to share facts and figures, and critical key messages from the Consortium to the legislature (for example, AB387 successes). Bill Wyss stated that SOC was happy to contribute an update on their programs and services in rural Nevada. Jan Marson stated 2022 is the year to include critical information in the report to be considered for the biennial session and ask for allocation of necessary dollars. Health and Human Services and government policymakers use the report's statistics in decision-making.

Members discussed action plans to form a workgroup to collaborate on developing desired major report changes to include updates from community partners (System of Care, Nevada PEP and Dr. Cindy Pitlock, Deputy Administrator (DCFS) to report on current successes and improvements. Ms. Washabaugh will send email to partners, identified groups, and voting members asking for written input and updates by the close of business on March 25th. She will also send email to Consortium membership requesting submission of suggestions and ideas. The goal is to contact and encourage everyone to share this request with other community groups that may have rural updates. This information can serve a dual purpose for both report and website content. An email poll will be distributed to determine the first workgroup meeting date (to be held as soon as possible, the week beginning March 28th, with a follow-up meeting also to be scheduled). It was noted by Kristen Rivas that workgroup meetings are required to follow Nevada Open Meeting Law. The Director of the Department of Human and Health Services will be notified that the report will be submitted late, and the workgroup will collaborate to produce a revised draft for review at April's regular meeting.

MOTION: Rebecca McGough made a motion to notify the Director of the Department of Human and Health Services that the RCMHC Ten-Year Strategic plan will be submitted late to allow time for workgroup collaboration to produce an updated, revised report (to include updates from community groups and partners) which will be reviewed for approval at the April 21, 2022 regular meeting.

SECOND: Michelle Sandoval

VOTE: Motion passed unanimously with no opposition or abstention.

5. For Possible Action. Rural Children’s Mental Health Budget: Budget Adjustment and Approval of Quote(s) – RCMHC Members

A quote of \$1,740.00 was reviewed for full revamp of the RCMHC website content and one-year hosting and maintenance fees (including a one-time set up and transfer fee). Monthly maintenance will be done to post meeting agendas, meeting minutes and updates on new events, contests, and community and partner links. This new quote will increase budget by \$290.00 and Ms. Washabaugh suggested adjusting the increase by using funds from Outreach/Travel category. Overall monthly costs are less than the previous vendor. Merchandising and Booth costs were also reviewed.

Two budgeted items are no longer needed; Consulting fees for Dr. Manit of \$4,931.26 and \$3,500.00 for Administrative Support (which is now being done by DCFS staff). The Consortium will need to review the overall budget at the April meeting to; 1. Determine how to spend best spend all surplus fees and remaining dollars in this fiscal year’s budget (FY 2022) and, 2. Build the budget for submission and approval for FY 2023.

MOTION: Jan Marson made a motion to approve costs for website hosting and maintenance of \$1,740.00 (adjust the needed funds from Outreach/Travel category), Merchandise (\$2,527.15), and Booth Equipment (\$774.24).

SECOND: Rebecca McGough

VOTE: Motion passed unanimously with no opposition or abstention.

6. For Possible Action. Make Recommendations for Agenda Items for the Next Meeting – RCMHC Members

- RCMHC Ten-Year Strategic Plan Review and Approval (*Members*)
- FY 2022 Budget Redistribution and Spending Plan (*Members*)
- FY 2023 Budget Development (*Members*)
- Community Event Participation (*Melissa Washabaugh*)

MOTION: Sarah Hannonen made a motion to include standard standing agenda items)

SECOND: Jaymee Oxborrow

VOTE: Motion passed unanimously with no opposition or abstention.

7. Public Comment. There was no public comment.

8. Adjournment. Melissa Washabaugh, Chair, adjourned the meeting at 4:40 pm.

Next Meeting: April 21, 2022