



Citywide Alcoholism Advisory Board (CAAB)
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APPROVED AND ADOPTED MEETING MINUTES

****Amendment To Full Board Meeting Minutes***

Full Board Meeting on November 28, 2001

Present: Mr. Gene Coleman, Chairperson, Mr. Stuart Smith, Vice Chairperson, Mr. William Bisesto, Secretary, Mr. Robert Wood, Chair, Membership, Mr. John Malloy, Mr. Mickey Shipley, Ms. Fran Newman, Mr. Peter Mellett, Mr. Jamie Matter, and Mr. Carlos Soto.

Absent: Ms. Deborah Dupire, (Unexcused), Mr. Robert Nelson, Jr. (Unexcused), Rev. Timothy Downs (Excused), Mr. Tony Hester (Excused), and Mr. Douglas Bias (Excused).

CSAS Representative: Ms. JN Kendall, Community Substance Abuse Services (CSAS)

Staff: Danita L. Mathis, Executive Officer

Guests: Mr. Bruce Occena, Treatment Access Program (TAP), Director
Mrs. Shirley Malloy, Member of the Public

I. **Call to Order and Introductions**

Mr. Stuart Smith, Vice-Chairperson called the meeting to order at approximately 4:25pm. Members and guests made introductions. A quorum was established. Chairperson Coleman arrived at 5:00pm and begins to preside over the full Board meeting.

II. **Approval of Minutes — October Meeting**

A motion was made to approve and adopt the October 24, 2001 Full Board Meeting minutes. A motion was made to approve the agenda for the November full Board meeting. The motion was second and approved. The Executive Officer will have the October meeting minutes posted on the Department of Public Health's website.

III. **CSAS Director's Report**

Mr. Jim Stillwell, Interim Director, Community Substance Abuse Services (CSAS) is on vacation. Ms. JN Kendall, CSAS CAAB/DAAB Program Analyst gave the CSAS Director's Report on behalf of Mr. Jim Stillwell. Ms. Kendall announced to the Board upcoming meetings.

- December 6th – Treatment on Demand Planning Council Meeting from 4pm to 7pm located at 1380 Howard Street, 4th Floor CSAS Conference Room.
- December 6th – Community Providers – Discussion of Department of Public Health (DPH) Budget for Fiscal Year 2002-2003 at 3:30pm to 5:00pm located at 101 Grove Street in Room 300. This meeting will be hosted by Ms. Barbara Garcia, Director, DPH Population Health and Prevention.
- December 10th – CSAS Provider Meeting located at 1380 Howard Street, 4th Floor CSAS

Conference Room at 10am. This meeting will focus on the budget for the current and next fiscal year.

IV. **Treatment on Demand Planning Council (TOD)**

No report given.

V. **Chairperson's Report**

Chairperson Coleman reminded the Board of the Annual Award Gala which will be held on December 18th at the San Francisco Public Library from 4pm to 6pm in the Latino/Hispanic Room. The Latino/Hispanic Room is located downstairs in the library. Chairperson Coleman encouraged all Board members to attend. Chairperson Coleman asked the Board to review the biographies of the nominees for the Gene Coleman Award 2001. The nominees for the Gene Coleman Award 2001 are the following: Ms. Ardis Jerome, Ms. Matonia Williams, Ms. Nancy Cooper, and Ms. Rosemary MacLeod. The Board reviewed the nominees. The Board did not submit any nominations from the floor. The Executive Officer told the Board that Ms. Matonia Williams was unanimously selected to receive the Evelyn Wilson Award 2001 by the Drug Abuse Advisory Board (DAAB) and Ms. Nancy Cooper will receive a Certificate of Recognition from DAAB.

A recommendation was made by Mr. John Malloy, Chair, CAAB Public Affairs to present Ms. Rosemary MacLeod the Gene Coleman Award 2001.

The recommendation was second and approved by the Board, unanimously. Ms. Rosemary MacLeod will be presented the Gene Coleman Award 2001. The remaining nominees, Ms. Matonia Williams, Ms. Nancy Cooper, and Ms. Ardis Jerome, will receive Certificates of Recognition on behalf of the City-Wide Alcoholism Advisory Board (CAAB).

****Mr. Bruce Occena, Treatment Access Program, Director was nominated and selected, unanimously, by the Board to receive the Eugene Coleman Award 2001.***

Chairperson Coleman asked the Board if there were any comments regarding the draft of the amended CAAB Bylaws. Ms. Fran Newman asked for a change in Article V – Committees, Section 3 –

Evaluation Committee. The change is to change the word from “shall” to “may”.

A motion was made to accept and adopt the Bylaws with amendments.

The motion was second and approved to adopt the Bylaws with amendments.

Vice-Chairperson Smith asked the Board have they reviewed the draft of the 2001/02 CAAB Annual Recommendations and Priorities. Vice-Chairperson Smith asked the Board if there was any discussion regarding the draft of the Annual Recommendations and Priorities. Ms. Newman asked what is the difference between alcoholism and alcohol abuse. Vice-Chairperson Smith responded by saying that the recommendations are all inclusive and that the intent was to get the Board of Supervisors to acknowledge and recognize that alcoholism and alcohol abuse is the number one problem. Chairperson Coleman reminded the Board that incarcerated individuals are not on waiting lists for services so therefore these populations are released from custody with little or no referral services to continue their treatment.

A motion was made to approve the 2001/02 City-Wide Alcoholism Advisory Board Annual Recommendations and Priorities with amendments.

The motion was second and approved to adopt the 2001/02 City-Wide Alcoholism Advisory Board Annual Recommendations and Priorities with amendments.

Chairperson Coleman reminded the Board that the economy is in a recession and San Francisco has been hit hard since most of the General Fund money comes from hotel taxes from the tourism industry. Chairperson Coleman stated that there is a proposal where the Board of Supervisors is requesting to receive the proposed budget earlier than they have received it in the past. This proposal may have to go to the ballot.

Chairperson Coleman informed the Board that the City-Wide Alcoholism Advisory Board (CAAB) was initially created by State legislation and the Drug Abuse Advisory Board (DAAB) was created by local legislation. CAAB is a separate entity from DAAB however, the San Francisco Drug Abuse Advisory Board, Inc. is the fiscal agent for CAAB and DAAB and CAAB share human resources. Chairperson Coleman added that what one Board does effects the reputation of the other Board. Chairperson Coleman also stated that DAAB is currently going thru internal turmoil with its membership that is

affecting the Executive Officer. Chairperson Coleman told the Board that the Chair, DAAB Public Policy spent his personal funds for copying services for a DAAB Public Policy Committee Neighborhood Meeting. The Chair, DAAB Public Policy presented receipts to the DAAB President and Treasurer and demanded reimbursement for his expenses. The Chair, DAAB Public Policy did not receive approval from the full DAAB Board nor did he present to the full DAAB Board his intention to expend his personal funds and to request reimbursement from the DAAB Board. Chairperson Coleman added that the Chair, DAAB Public Policy has resigned as Chair of the DAAB Public Policy Committee and that a disagreement between the Treasurer and former Chair of the DAAB Public Policy Committee resulted because he did not follow protocol. Since then the former Chair of the DAAB Public Policy Committee has been making requests for information from the Executive Officer which are time consuming and voluminous. Mr. Frederick Hobson, DAAB submitted a Sunshine Request to CSAS requesting audiotape recordings of the October and November DAAB full Board meeting. Mr. Frederick Hobson was present at the DAAB full Board meeting held in October. Mr. John Malloy volunteered to make copies of the audiotape recordings for the DAAB full Board meetings held in October and November.

Vice-Chairperson Smith stated that he and Mr. Bill Bisesto, Secretary are willing to do anything in their power to support the Executive Officer. The Executive Officer told the Board that Mr. Frederick Hobson constantly leaves voice mail messages, which are lengthy, and prevents the Executive Officer from receiving any new voice mail messages. Ms. Fran Newman stated that Mr. Frederick Hobson as acting as a member of the public inundating the Executive Officer with requests for information. Chairperson Coleman agreed with Ms. Newman's statement and added that Mr. Frederick Hobson sent letters he wrote to DAAB members and contacting various DAAB members by phone and did not receive the response he wanted so now he is acting as a member of the public making Sunshine Requests as a way of making individuals pay. The Executive Officer informed the Board that she has supplied requested information to Mr. Frederick Hobson at least twice and that she is keeping a log of all the requested information she has supplied Mr. Frederick Hobson.

Vice-Chairperson Smith stated that in the civil world that is called a vexations litigant. Mr. Robert Wood suggested that the Board draft a letter to the Board of Supervisors, Rules Committee regarding their concerns regarding Mr. Frederick Hobson's behavior. Vice-Chairperson Smith and Mr. John Malloy agreed with Mr. Robert Wood's suggestion. Mr. Mickey Shipley agreed with Mr. Robert Wood's suggestion and that a letter should be drafted by this Board and sent to the Board of Supervisors regarding Mr. Frederick Hobson's behavior. Ms. Newman stated that a letter should be drafted to Mr. Frederick Hobson informing him of the chain of command and that is all requests for information

should be directed to the DAAB President and the CAAB Chairperson not the Executive Officer. Ms. Newman added that Mr. Frederick Hobson's voice mail messages, facsimiles, letters, and Sunshine Requests are a form of harassment. Mr. Jaime Matter brought up the issue regarding Mr. Frederick Hobson requesting multiple copies of the same information.

After much discussion, Chairperson Coleman suggested that the CAAB Board write a letter to DAAB President regarding their concerns and that the Executive Officer has the right to work in a stress free environment. Chairperson Coleman stated that it is an issue between two individuals of the DAAB Board that has spilled over into the CAAB Board. The Executive Officer told the Board that she has been stressed and she reminded the Board that there is a liability issue. Ms. Newman stated that the Board needs to address the stress that the Executive Officer has been experiencing due to Mr. Frederick Hobson's behavior.

VI. **Committee Reports**

Executive — No report given due to the Executive Committee not meeting.

Membership — No report given due to the Membership Committee not meeting. Mr. Alan "Mickey" Shipley stated that he interested in becoming a member of this committee.

Program — No report given due to the Program Committee not meeting.

Evaluation — Mr. Bill Bisesto, Chair, presented and submitted to the Board the CAAB/DAAB Planning and Evaluation Committee Report for 2001. The joint CAAB/DAAB Planning and Evaluation Committee produced a report of all the program site visits that were conducted the past ten months. The Board reviewed the report and approved the report. The Executive Officer will forward the report to the Board of Supervisors, Mayor, Health Commission, CSAS Director, TOD, and any other appropriate bodies. Chairperson Coleman presented Certificates of Merit to committee members for their outstanding effort.

VII. **Ad Hoc** — No report given.

VIII. **Announcements and Correspondences**

The Executive Officer distributed to the Board the following:

- Draft of 2001/02 City-Wide Alcoholism Advisory Board Annual Recommendations and Priorities.

- **Nominees for Gene Coleman Award 2001:**
 - **Ms. Ardis Jerome**
 - **Ms. Matonia Williams**
 - **Ms. Nancy Cooper**
 - **Ms. Rosemary MacLeod**

- Listing of Recipients of the Gene Coleman and Evelyn Wilson Award
- Public Notice – San Francisco Drug Abuse Advisory Board Accepting Applications.
- San Francisco Drug Abuse Advisory Board, Inc. - Reimbursement Request Policy.
- Article – “ Call for Action on Street Drunks – D.A. pushes incarceration, but bureaucratic obstacles block change”
- Memorandum – “Request for Information under the Sunshine Ordinance from Frederick Hobson, DAAB member”
- Sunshine Ordinance – Section 67.25 – Immediacy of Response.
- San Francisco Drug Abuse Advisory Board, Inc. Financial Statement for Fiscal Year 2000/2001 prepared by contracted Certified Public Account (CPA) Richard O. Cross & Associates.
- Draft – City-Wide Alcoholism Advisory Board Bylaws.

IX. **Old Business**

Reminder:

The Annual Award Gala would be held on Tuesday, December 18, 2001 from 4pm to 6pm at the San Francisco Public Library in the Latino/Hispanic Community Room.

X. **New Business**

Chairperson Coleman introduced Mr. Bruce Occena, Director, Treatment Access Program (TAP). Vice-Chairperson Smith “thanked” Mr. Occena for giving some of the Board members a tour of TAP and orienting them to the services TAP provides.

Mr. Occena told the Board that TAP is the only clinical unit within CSAS. TAP also manages Proposition 36 referrals. Mr. Occena left a copy of TAP’s quarterly for the Board and also informed the Board that the report is also available on the DPH website. TAP provides assessment, placement, methadone referrals, and dispenses methadone vouchers. The system is very diverse in the types of services it provides as well as the types of clients it serves.

Mr. Occena pointed out that Federal Regulations limit clients to only two methadone detoxification episodes per year. The new Federal Regulations allow clients to receive up to 180 days of methadone detoxification.

Mr. Occena pointed out that treatment consists of many key players such as the Recovery Community, Criminal Justice, and the Medical Community. Each one of these communities has different goals that are unique and distinctive and measurable. For Proposition 36 clients, TAP is looking at providing nine months of treatment services. The medical community likes methadone because it is a measurable goal; doctors can talk about doses. Mr. Occena pointed out that research shows that longer treatment episodes produce better outcomes. Recent research shows that providing at least 90days of treatment produces better outcomes in terms. The Department of Public Health has limited resources.

The current system does not provide services to individuals who are alcohol abusers and substance abusers. The current system provides services to the high acuity and chronic alcoholic and addict.

In other words the current system is designed to provide services to chronic alcoholic and chronic addict.

Mr. Occena mentioned the Department Public Health's Harm Reduction Policy and how difficult it is to implement a Harm Reduction Policy from a clinical standpoint. Mr. Occena mentioned the pilot project that the Department of Public Health has undertaken where medical doctors have the ability to prescribe methadone which is known as the Office-Based Opiate Addiction Treatment (OBOAT).

Mr. Jamie Matter brought up a good point where tax players can argue that it is not the responsibility to provide services to indigent addicts.

In summary, Mr. Occena brought to the Board's attention the assets and limitations of the current system of care for providing treatment services to San Francisco residents. The current system is lacking in providing prevention and early intervention services to the casual alcohol and substance abuser. The current system does not provide services to the low acuity casual alcohol and substance abuser.

XI. **Adjournment of Public Meeting at 6:03p.m.**



The next full Board meeting is scheduled for:

Wednesday, January 23, 2002

At 1380 Howard Street at 10th Street

In the 4th Floor CSAS Conference Room

From 4p to 6p