



## SAN FRANCISCO MENTAL HEALTH BOARD

Mayor Edwin Lee

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### EXECUTIVE COMMITTEE MINUTES

Tuesday, September 26, 2017

1380 Howard Street

Room 226

10:00 AM

**BOARD MEMBERS PRESENT:** Ulash Thakore-Dunlap, MFT, Co-Chair, MA, Harriette Stevens, Ed.D., Gene Porfido, Secretary, Richard Slota, MA.

**MEMBERS ABSENT:**

**MEMBERS ON LEAVE:** Susan Page, Judy Drummond, Idell Wilson, Vice Chair

**OTHERS PRESENT:** Helynna Brooke, Executive Director, Toni Parks, Board Member  
The meeting was called to order at 10:20.

#### 1.0 REVIEW OF EXECUTIVE COMMITTEE MINUTES

For discussion and action

1.1 Public comment

No public comment

1.2 **PROPOSED RESOLUTION:** Be it resolved that the minutes of the Executive Committee meeting of July 25, 2017 be approved as submitted.

Approved unanimously

#### 2.0 NEXT MENTAL HEALTH BOARD MEETING AND ACTION ITEMS

For discussion and action

2.1 Issues regarding the content of the agenda

Two possibilities were considered. The first choice is Melissa Bloom, PhD present about the Grievance Policy for BHS. If she is confirmed we will try to move the meeting to the Health Commission and do significant outreach to people who may have struggled with filing grievances or don't feel they were addressed sufficiently. If that is not possible Dr. Borne could be asked to present in October instead of next year.

The committee wishes to commend Concrn, City Resource and Horizons for their work.

The also proposed a resolution that BHS work more closely with street teams such as Concrn and City Resource.

2.2 Board Planning for future MHB meetings

It was suggested that Dr. Deborah Borne present in the new year after the retreat has determined the priorities. It was suggested that the November meeting be used to provide an

overview of the previous year and substantive committee reports in preparation for the retreat in December.

### 2.3 Public comment

No public comment

2.4 PROPOSED RESOLUTION: That the Executive Committee adopt the agenda for the Mental Health Board meeting on September 20, 2017

Unanimously approved.

## **3.0 MEET AND GREET SATURDAY NOVEMBER 4, 2017**

For discussion and possible action

The library Hispanic Room has been confirmed for Saturday, November 4<sup>th</sup> from 10 – 12 for the Meet and Greet.

### 3.1 Discussion regarding program

- 10 – 10:30: Mingle and eat
- 10:30: Welcome. Ms. Brooke will give an overall history of the board and its successes, then each board member will introduce themselves with their name, type of seat, who appointed them and how long they have been on the board.
- Each board member will join members of the public at tables to answer questions. They will go from table to table to meet many people.

Holiday music will be played. There will be signage at the library directing people and welcoming anyone to the Meet and Greet. Board members will have nametags and nametags for guests to fill out will be available along with a sign in sheet with a check spot if they want more information. There will be a flyer about the next board meeting.

3.2 Discussion regarding catering: Vegetable quiche and meat quiche, ideally with gluten free flour; pastries (some gluten free), bottled fruit juice, sparkling water, coffee and tea, bowl of fruit, bagels with toaster and cream cheese, bacon.

3.3 Discussion regarding publicity: Inform supervisors and encourage them and/or their aides to come; ask for it to be announced in their newsletters, send to SF Examiner and SF Chronicle, board members to share widely.

## **4.0 BOARD RETREAT SATURDAY DECEMBER 2, 2017**

For discussion and possible action

4.1 Planning process discussion: will the executive committee plan the retreat or a separate committee?

The Executive Committee will plan the retreat.

4.2 Review of Retreat Agenda from 2016

The agenda for 2016 was reviewed and it was decided that the overview will be done at the November meeting so that more time is focused on specific strategies for the new year. After the icebreaker, there will be a half hour allocated to showing the Sunshine video and discussing board responsibilities and protocol. The committees will then meet to discuss their goals and strategy for the year. The Executive Committee will convert the Wellness Van Committee to the Continuum of Care committee, chaired by Richard Slota. The Youth Committee has co-chairs Judy Drummond and Susan Page and the Senior Committee chaired by Terry Bohrer.

September 26, 2017

Executive Committee Minutes

Each committee will then report out. The expectation is that each committee:

- Will submit a resolution by June 30<sup>th</sup>, 2018.
- Will be responsible for three board presentations or reports for 2018.
- Will prepare a summary for the Annual Report by May 30<sup>th</sup>, 2018.

#### **4.0 BUSINESS**

For discussion and possible action.

4.1 Chair's report.

4.2 Additional business regarding the duties, mandates, and operations of the Board.

4.2. a New business for future Executive Committee meetings

4.2. b Discussion of developing issues for the MHB

4.2. c Other MHB business

Leaves approved for Njon Weinroth for September 2017 and Richard Slota for October 2016.

4.3. Public comment

No public comment

**ADJOURNMENT: 12:08**