

**COMMISSION ON BEHAVIORAL HEALTH  
DUTIES, LIMITS, AND RESPONSIBILITIES OF THE  
COMMISSION ON BEHAVIORAL HEALTH SUBCOMMITTEE  
FEBRUARY 23, 2018  
MINUTES**

VIDEO TELECONFERENCE MEETING LOCATIONS:  
DIVISION OF CHILD AND FAMILY SERVICES  
4600 KIETZKE LANE, SUITE A-107, RENO, NV  
AND  
DIVISION OF CHILD AND FAMILY SERVICES  
6171 WEST CHARLESTON BOULEVARD, BUILDING 7  
LAS VEGAS, NV

**COMMISSIONERS PRESENT AT THE LAS VEGAS LOCATION:**

Viki Kinnikin

**COMMISSIONERS ON THE PHONE:**

Pam Johnson

Lisa Ruiz-Lee

**COMMISSIONERS ABSENT:**

Denise Everett

Noelle Lefforge

**STAFF AND GUESTS:**

Kristen Rivas

**CALL TO ORDER AND INTRODUCTIONS**

Commissioner Ruiz-Lee called the meeting to order at 9:05 A.M. Roll call is reflected above; it was determined that a quorum was present.

**PUBLIC COMMENT**

There was none.

**APPROVAL OF MINUTES FROM THE FEBRUARY 2, 2018 MEETING**

MOTION: Commissioner P. Johnson made a motion to approve the minutes from the February 2, 2018 meeting.

SECOND: Commissioner Kinnikin.

VOTE: The motion was passed unanimously.

**REVIEW THE BYLAWS, NEVADA REVISED STATUTES AND ASSEMBLY BILLS AND FORMULATE RECOMMENDATIONS TO BE PRESENTED TO THE FULL COMMISSION ON THE DUTIES, LIMITS, AND RESPONSIBILITIES OF THE COMMISSION ON BEHAVIORAL HEALTH**

Chair Ruiz-Lee said she is not sure the Subcommittee will finalize the recommendations to the full Commission today because she would like Commissioner Lefforge to participate in that conversation. She would like to have some conversation around bylaws and the statutory piece. We can have some conversation around the bylaws and the statutory piece today and then continue the conversation when she is able to participate.

She asked for any recommended changes to the bylaws. Following are the changes that were recommended:

- Add page numbers.
- Under Article VI - correct the standing Subcommittee name from 'Children's Statewide Behavioral Health Planning' to 'Children's System of Care (SOC) Behavioral Health Subcommittee'.

Ms. Rivas reminded Commissioner Ruiz-Lee that she is a voting member of the Children's SOC Behavioral Health Subcommittee. Ms. Ruiz-Lee said a commitment she has had on the scheduled dates of this Subcommittee will be lifted in May 2018. Ms. Rivas said it is important for the Commissioners to attend these meetings since they are including talks about the Medicaid 1115 waiver.

Commissioner P. Johnson said that is why she wanted to step down as chair of the SOC Subcommittee in January so that a new chair would be in place to understand the issues.

Ms. Rivas said Commissioner Durette is going to chair the next couple of SOC Subcommittee meetings while they are actively seeking a chair. The chair of the Subcommittee needs to be a Commissioner.

Commissioner Ruiz-Lee asked if the Subcommittee meetings could be moved to another date and time? Ms. Rivas does not know because we do not staff those meetings. She will find out from Kevin McGrath and copy Commissioner Ruiz-Lee.

Ms. Rivas asked if Commissioner Ruiz-Lee would be interested in chairing the SOC Subcommittee meeting. She said she could step in and help.

This agenda item should be sent to Babak Amirikhorhe for the next SOC Subcommittee meeting.

**Changes suggested for the ‘Commission on Behavioral Health Reporting Requirements 2017’ document:**

- Add the new Regional Behavioral Health Policy Boards
- It does not show the Commission reporting to the Governor and it does not show DCFS and DPBH going directly to us. We must review their policies and procedures.
- Ms. Kinnikin said Commissioners are required to attend the Behavioral Health Planning meetings (Planning and Advisory Committee).. She asked if this was on the flowchart. Ms. Rivas said Ann Polakowski of DCFS attends that in the South. Commissioner Kinnikin said she talked to Kathy Mayhew and she said the Chair of the Commission goes to those meetings. Ms. Rivas said she would find out about this for Ms. Kinnikin.

**Nevada Revised Statutes and Assembly Bills**

Commissioner Ruiz-Lee reminded everyone that Ms. Rivas had done the breakdown on NRS and assembly bills and had done a very good job. Ms. Rivas said she received a spreadsheet from Commissioner Ruiz-Lee and information on suggested changes from Commissioner Kinnikin. She wanted to put together new recommendations, but she did not want to create something more until she received everyone’s feedback. After this meeting, if Commissioners want to provide her with more direction, she can put together formal recommendations based on your feedback. Maybe this could be tabled until the next meeting.

Commissioner Ruiz-Lee said that makes good sense. When she worked on her spreadsheet, she struggled with the fact that there are statutory requirements and she does not know if the Commission does these things, or whether someone else does them and provides them to the Commission.

Commissioner Ruiz-Lee recommended what would be helpful is if the statutes are laid out and a column is added to identify whether the Commission performs that function and if so, when does it happen? Then this Subcommittee could make recommendations around what the Commission is not doing.

Commissioner P. Johnson said the Commission is doing well on the children’s side, but she is not sure the Commission is doing what they need to do on the adult side.

Ms. Rivas said she is going to work more closely with the Division of Public and Behavioral Health (DPBH) regarding the Commission. In statute the Commission is under DPBH.

Ms. Rivas suggested also adding a column to indicate how functions of the Commission that are not currently being completed, could be done. She will fill out the children’s side and send the spreadsheet to Krystal Castro of DPBH. Commissioner Kinnikin asked that the spreadsheet be sent to her too, so she can fill out the added column.

## **ANNOUNCEMENTS**

Ms. Rivas announced that she attended the Southern Regional Behavioral Health Policy Board meeting by phone. The agendas for the Washoe, Northern, and Southern Board were the same for their first meetings. The first rural meeting will take place on February 27, 2018. There was a good presentation from the Deputy Attorney General (DAG) on Open Meeting Law. Our intern put together a bullet list on the Open Meeting Law and Roberts Rules of Order, which Ms. Rivas wants to give as a handout at the next Commission meeting. There will be a standing agenda item for report on the Policy Boards and she will try to offer as much information as she can.

Commissioner Ruiz-Lee said she attended that meeting too. There were some materials at that meeting that would be helpful for the Commission. You may want to consider distributing, for example, the data piece for southern Nevada, around adult mental health. Ms. Rivas will look into the handouts.

## **DISCUSS AND DECIDE ON NEXT STEPS**

- Specify Agenda Items and Next Steps for the Next Meeting  
Complete the matrix/spreadsheet to include what the Commission is doing and who is doing it.
- Confirm Next Meeting Date  
A doodle poll will be conducted next week to determine the next date for this Subcommittee meeting. Ms. Rivas needs some time to work on the spreadsheet.

## **PUBLIC COMMENT**

None.

## **ADJOURNMENT OF PUBLIC SESSION**

Commissioner Ruiz-Lee adjourned the meeting at 9:34 A.M.