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**Multidisciplinary Prevention Advisory Committee (MPAC)  
By-Laws Review Subcommittee Meeting  
DRAFT MEETING MINUTES  
July 14, 2021  
2 pm – Adjournment**

Note: Agenda items may be taken out of order, combined for consideration, and or removed from the agenda at the chairperson's discretion

1. Ms. Ross Calls Sub-Committee meeting to order at 2:04 pm.

Members Present: Linda Lang, Jamie Ross, Terry Kerns, Dr. Elliot Wade

Guests: Wendy Whitsett, Network Program Manager, Health Plan Nevada Behavioral Health; Tracy Palmer, Health Program Manager, Bureau of Behavioral Health Wellness and Prevention; Bill Kirby, Health Programs Specialists, Substance Abuse Prevention and Treatment Agency.

2. Public Comment

Ms. Palmer would like to know if Ms. Lang would like the guests to introduces themselves as she believes it was moved through too quickly. Ms. Palmer, Ms. Whitsett, and Mr. Kirby introduces themselves as guests.

Item 2 Closed. Item 3 closed

3. Ms. Lang states that the last review, and change, of the by-laws was in 2018. It is good policy to review the by-laws to ensure they are still relevant.

Ms. Ross: reads aloud Article 1 in its entirety. Ms. Palmer would like clarification if they would like to have the name from Multidisciplinary Prevention Advisory Committee to SAPTA Multidisciplinary Prevention Advisory Committee? There is discussion on who should be in the meeting and who and speak during the meeting. Mr. Trevino notes that there are two times specified times for public comments. However, OML allows, at the chair's discretion, to allow public comment during the meeting. There was some confusion as to changes being made. Ms. Ross made it known that she just read Article 1 and asked if anyone wanted to make changes. Ms. Palmer then states that the Bureau of Behavioral Health Wellness and Prevention (BBHWP) is transitioning away from the Substance Abuse Prevention and Treatment Agency (SAPTA). Ms. Lang suggests removing SAPTA from Article 1.1. There is discussion about removing SAPTA and if it would what unforeseen cascading effects to which Ben believes it would not as the MPAC is an independent advisory committee. The subcommittee unanimously agrees to remove SAPTA from Article 1.1 which will now read: The name of this group shall be the Multidisciplinary Prevention Advisory Committee (MPAC). Hereinafter referred to as The Committee. Ms. Ross reads 2.1 no changes are made. Ms. Ross reads 2.2. Ms. Lang would like to add "and again in 2018" as it

was again authorized in 2018. The subcommittee unanimously agrees. 2.2 will read as: The Committee was re-authorized under the Strategic Prevention Framework Partnership for Success Grant in 2013 and again in 2018. Ms. Ross reads 2.3. The subcommittee unanimously agrees to change 2.3 to read as: The Committee is established as a freestanding advisory committee advising the Division of Public and Behavioral Health (DPBH)/Bureau of Behavioral Health Wellness and Prevention (BBHWP)/SAPTA. Ms. Ross reads Article 3.1. Ms. Ross would like Mr. Trevino to automatically replace SAPTA with the new transitioning name approved (BBHWP/SAPTA) in 3.1 and where appropriate with in the by-laws. Ms. Ross reads 3.1.1. there is discussion on the words create vs prioritize and strategy. The subcommittee unanimously agrees to the changes and 3.1.1 now reads: Prioritize prevention needs and gaps for the State of Nevada based on Data. Ms. Ross reads 3.1.2. No changes were made. Ms. Ross 3.1.3. the subcommittee unanimously agrees to change the word abuse to misuse. 3.13. now reads as: remove state barriers to enhancing the delivery of effective local substance misuse prevention services that are culturally relevant and target populations of need. Ms. Ross reads 3.1.4. Ms. Lang believe this should be eliminated. There is discussion about using the word encouraged. The subcommittee agrees unanimously to change the wording, and it now reads as: Encourage shared responsibility among state and local government units. Ms. Ross reads 3.1.5. The subcommittee unanimously agree to change abuse to misuse, and request Mr. Trevino to change it throughout the document. 3.1.5 now reads as: Promote the prevention and treatment of alcohol and other drug misuse. Ms. Ross reads Article 3.2 the subcommittee unanimously agrees to change SAPTA to DPBH/BBHWP/SAPTA. Ms. Ross Reads Article 4.1.1 Representation. There is discussion about the wording of discipline in relation to having a member with recovery/advocacy/peer recovery. Ms. Palmer would like to add Native American/Alaskan Indian as part of what SAMHSA considers high risk along with Military and LGQBTQ. After further discuss to be inclusive of the mentioned groups the sub-committee unanimously agrees to the change that reads: 4.1.1 The Committee consists of a minimum of fifteen (15) representatives including but not limited to mental health, tobacco control, law enforcement, primary care providers, judicial, education, juvenile justice, LGBTQ, military, drug enforcement, prevention, recovery, advocacy, and high risk/disparate populations. Ms. Ross Reads 4.2. The committee discusses a minimum term. The subcommittee unanimously agree to the change that reads: There shall be no term limitation for members. Members are encouraged to serve at minimum two years with no upper term limit. Ms. Ross reads 4.2.2. There is not change. Ms. Ross reads 4.3.1. Ms. Ross informs Mr. Trevino to change Chair(s) to Co-Chair(s) through the entire document. No other changes made. Ms. Ross reads 4.3.2. The committee discusses replacing email to electronic communication and adding USPS Mail. The Change is unanimously agreed upon to read as: nominations for agencies or members not currently represented on the Committee may be made by members, the Co-Chairs, or DPBH/BBHWP/SAPTA in writing, received by

DPBH/BBHWP/SAPTA by mail or electronic communication, a vote may be taken at the next meeting. Ms. Ross reads 4.3.4. Ms. Palmer informs the committee that she will be leaving, and she thanks them for allowing her to be participate in the meeting. Ms. Palmer does notify the committee that one of her concern is the conflict of interests form that is required by the committee. Ms. Lang is concerned about the time restrictions and asks if the committee if they can stay after the allotted time. All members can stay. The meeting proceeds. No changes were made to 4.3.4. Ms. Reads 4.3.5. Ms. Lang draws attention to the word meeting in the second full sentence on page 3 of 6 saying it is used to often and incorrectly in the second usage. After some discussion the committee unanimously agrees to change the sentence to: If for any reason neither of the Co-Chairs is available for the meeting the presiding Chair of said committee may designate a representative to preside over the meeting. Ms. Ross reads 4.5.1. Ms. Kern's is concerned about having a proxy. There is discussion on where to add a provision for a proxy. The committee unanimously agrees to add 4.5.2 which read as: A member of the committee may designate another individual to attend a particular meeting to act as proxy for the member of the committee. That designation may be in writing, by electronic communication, or telephone call directed to the DPBH/BBHWP/SAPTA staff or the Co-Chairs. A designated member shall have all rights of the member of the committee at that meeting. Any written material or assignments necessary for the meeting should be passed on by the member to the proxy. The designated member must still follow attendance requirements under 4.5 whether there is a proxy or not. The proxy provision will only be allowed two times before the original member's committee membership status is reevaluated. Ms. Ross reads 4.6 through 4.6.2. No changes were made. Ms. Ross reads Article 5.1 through 5.3. No changes were made. Ms. Ross Reads Article 6. No changes were made. Ms. Ross read Article 7. The only change was to add to the acronym. Ms. Ross read Article 8.1. through 8.4. Changes were made to reflect expanded/transitioning SAPTA acronym and Chair to Co-Chair previously approved changes throughout the by-laws. Ms. Ross reads Article 9.1 through 9.2.1. No Changes were made. Article 10 was read in full. No changes were made. Ms. Ross reads Article 11.1. There is substantial debate on how to change the wording to reflect the disclosure statement is required within a time period and any consequence if not submitted during the time period. The committee unanimously agrees that 11.1 will read as: The committee will require its members upon 60 days of being elected to complete a disclosure statement. Each member is responsible for fully disclosing all current affiliations and any conflicts as they arise. If the statement is not received, the member maybe removed by the committee. Ms. Ross read 11.2. the committee unanimously agrees to add slash (/) her to the second full sentence to be read as: When funding or other decisions are made regarding an organization with which the member has an affiliation, the member shall state his/her intention to abstain from making specific motions or casting a vote, before participating in related discussion. They committee also agreed to update Chair to Co-Chair(s) which was previously approved to make the changes throughout the by-laws. The committee

did not review the disclosure statement as they believe it is not an MPAC document but rather a DPBH/BBHWP/SAPTA document. Mr. Trevino, for the record, states that he will make changes as directed by the committee to make changes throughout the document amending chair/vice-chair to co-chairs, updating the state name and acronym from SAPTA to Division of Public Behavioral Health/Bureau of Behavioral Health Wellness and Prevention/Substance Abuse Treatment and Prevention Agency (DPBH/BBHWP/SAPTA), and abuse to misuse. Ms. Whitsett recommends that a period is missing at the end of 5.3 to which Mr. Trevino is asked to make the correction.

Ms. Kerns makes a motion that the revisions be made and sent out to the by-law committee for review before sending to the full committee.

Dr. Wade seconds the motion

For: Ms. Ross, Ms. Lang, Ms. Kerns, Dr. Wade. Against: none. Abstention: none. Motion pass.

#### **4. Public Comment**

Mr. Trevino makes note that he is not familiar with subcommittee's and is not sure of the next step. Is there another meeting to confirm the by-laws? Ms. Ross states the minutes are forwarded to the Co-Chairs for review then forwarded. Mr. Trevino brings attention to the Co-Chairs that Item 3 is an actionable item and must be voted on to which Item 3 is re-opened for a vote. No other comments

#### **5. Ms. Lang Adjourns 3:35 pm.**