

**Humboldt County Department of Health and Human Services
Blue Ribbon Task Force**

Minutes of Regular Meeting, Kick-off
January 12, 2017

I. CALL TO ORDER

Director Connie Beck called the meeting to order at 11:03 a.m. at 507 F Street, Eureka, Large Mezzanine Conference Room.

II. ROLL CALL

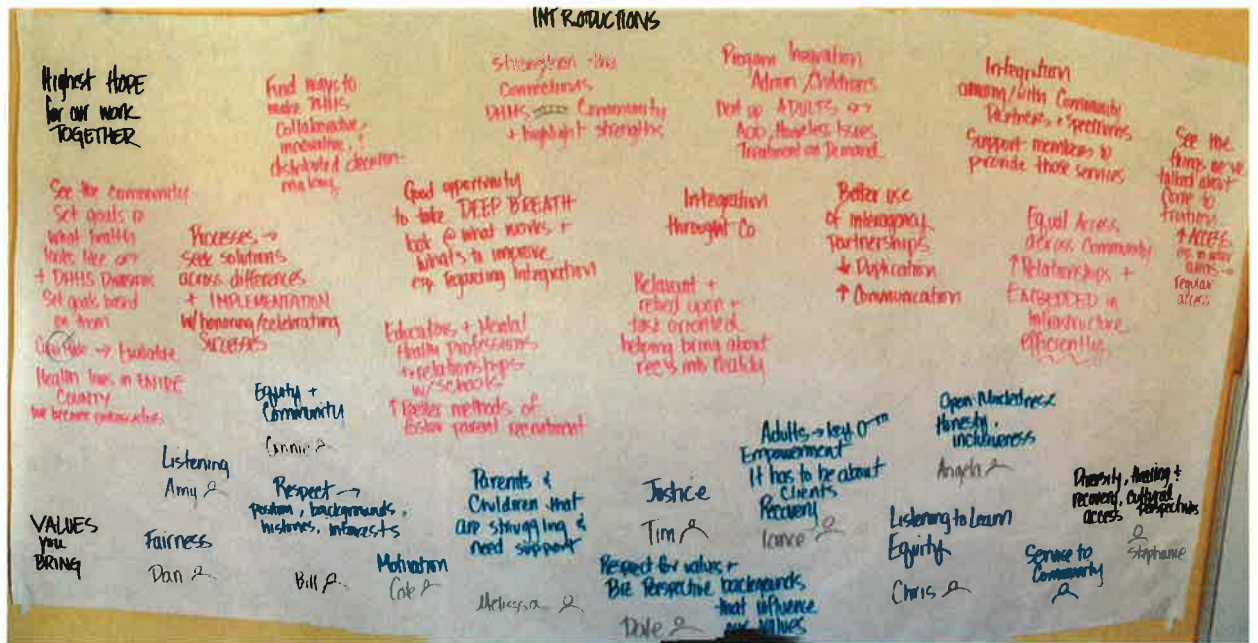
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|---------------------------------|-----------------|
| A. Connie Beck, Director | Lance Morton |
| Heather Equinoss, Facilitator | Tim Ash |
| Cindy Bogardus, Exec. Secretary | William Damiano |
| Amy Nilsen, CAO | Melissa Norwood |
| Dan Fulks, Dir. HR | Cole Vanwey |
| Chris Hartley | Connie Stewart |
| Drew Redden | Angela Sundberg |
| Dale Maples | |
| B. Others Present | |
| Laurel Johnson, DHHS | |
| Deni McFarland, DHHS | |

III. Public Input

None

IV. Workshop

Members introduced themselves, their roles in the community, their highest hopes for the work of the task force and one value they bring through their participation.



Reviewed Draft Task Force Charter.

Developed and came to agreement on the Operating Agreements for the Task Force:

- One person speaks at a time
- Take care when sharing personal experiences, as this is a public meeting
- Give frequent reminders that this is a Brown Act governed meeting
- Be strong/tough on the issues, not against people
- Live the values we all bring (as indicated during introductions), including: Open-mindedness, honesty, inclusiveness, diversity, healing, recovery, cultural practices and beliefs, access, service to our community, equity, listening to learn, empowerment, justice, parents and children, client-focus, fairness, motivation, respect for each other's values, backgrounds, histories, positions and interests.

Agreed to charter with one modification to the decision making process. The Task Force will make decisions by consensus. When consensus cannot be reached in a timely fashion and there is significant disagreement over direction, the task force will include the various positions or recommendations with their accompanying rationale, and indicate the level of support for each position/recommendation.

Transitional Organizational Assessment Study recommendations and Learning Agenda.

BRTF members prioritized the recommendations in order to support the Chair, DHHS Director, and facilitator to sequence and budget time for the content of future meetings.

The rankings are noted on attached photos

Recommendations IN PROGRESS Currently	
Foster Care	4
Work Participation Rate	1
Organizational Culture	3
Branch Director Engagement During Organizational Change	6
Oversight & Span of Control	1
Mental Health Oversight & Disproportionate Workload	4
Staff empowerment → Collaboration Communication & Decision Making processes BOs should set budget priorities for assignment to	4
DHHS Budget Oversight	4
Due Process Task Force	1
Mental Health Balanced Budget	2
Staff Retention, Engagement & Empowerment	7
Strengthen communication thru staff & community engagement	3
Board & CAO relationship to the DHHS Director	1
Outreach to Faith-Based Community	1
Health Data & Strategic Planning	2
Health Data - Secure Services for workers into providers, Non-States, HIS Data, Reporting	∅
Health Data - Organize & Coordinate of Community & County Health Care Statistics	∅
Quality Improvement	2
Member Involvement - PHE of California	∅
MHSA	8
Schools	7
Multi-Service Contracts w/ schools	5
Tribal Cultural Competence	4
Build Tribal Relationships	7
Reorganization & Staffing Changes	2
Environmental Health	∅
Payroll/Timesheet	2
Legislative Amend / Public Info Staff	1
AB109	6
Develop Contracts w/ Community-Based Orgs	∅
Decentralize Services	4
Regional approach to addressing challenges	6
Economy of Scale & Rural Challenges	1
Decentralized Services	1

Recommendations YET TO BE LAUNCHED/DETERMINED	
CAO & DHHS Staff Fiscal Mngt. Training	2
Strategic Plan Development	∅
Mngt. & Admin Support Position Assessment	∅
Consolidation of IT Services	2
Time to Hire	∅
Merit System & Selection Process	5
Budget Automation & Tracking system	1
New Initiatives	1
Succession planning, hiring practices & training	3
Continue Integration efforts	3
Develop Action Plan to Further Integrate Services (APISA)	∅
Expand Capacity	1
Regional Policy	∅

Next Steps: The task force agreed to the following:

- DHHS will send out a poll to establish the dates for the future meetings by 1/16
- BRTF members will respond to the poll ASAP
- Anyone who would like to serve as Chair or Co-Chair should contact the DHHS Director by 1/18
- The Chair or the Vice Chair will help design the agenda for each meeting, and will consider if/how to integrate additional recommendations not listed in the TOAS into the meeting schedule
- Meeting notes will be sent out by 1/20

Meeting Assessment:

What worked:

- Organized and well planned
- So far very respectful
- Good start
- High level of respect for where everyone is at, coming from, felt very welcoming
- Liked that everyone had a chance to give input
- Humor of the group!

To change/didn't work:

- Some meetings may have lots of public comment—need to consider the room size
- Concerned that 2 hours a month is not enough on 8 meetings, may be insufficient for the amount of work to accomplish
- Curious about how the information will be brought to the BRTF, and what , how our input will be utilized—no wasting of our time

V. 1:06 p.m. Meeting Adjourned


Cindy Bogardus, Executive Secretary