BHPC EXECUTIVE COMMITTEE MEETING NOTES – January 2, 2013

Attendee Attendance

<table>
<thead>
<tr>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>E</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>E</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td>E</td>
<td>P</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td>E</td>
</tr>
<tr>
<td>P</td>
<td>P</td>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td>A</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td>A</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>A</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Edna Ortiz, Sharon Ebert, and Valerie Quintana were in attendance.

**To-Do Items are typed out in BLUE.**

---

A suggestion was made to put people’s numbers on the agenda/meeting announcement so that people can get into the building. Valerie will take care of this.

---

We did have a quorum to begin the official meeting.

**JANUARY MINUTES:** Kim Carter made the motion to approve the notes and Cindy seconded. The notes were approved w/o changes; there were no official minutes.

**AGENDA:** (additions/questions)

**DATA:**

Presentation – WHAT KIND OF REPORTS WOULD HELP US DO OUR WORK? Edna Ortiz and Sharon Ebert, BHSD

- Have put together an inventory of some data resources; not exhaustive, but a good start
- BHSD uses Uniformed Reporting System (URS)
  - Data that BHSD reports to SAMHSA
  - Includes data re: consumers and MH services, co-occurring disorders
  - Have national comparisons w/the URS data
- Also are collecting a “Client Data File”
  - Individualized files
Eventually have national comparisons for this data group (2 years from now); all states are required to have this complied/completed by Dec. 2013

- Have some State Hospital re-admission data
- Have Treatment Data
- Have data from the Consumer Satisfaction Survey project
- Rely heavily on DOH/Epi data (primarily substance abuse)
- SAMHSA has a “data outcomes and quality” website that is very helpful
- BHSD STAR system
  - Mostly ATR data but has a data tracking system
  - All ATR customers are required to fill this out (STOT)

*Info will be sent to Valerie to pass out to Exec.; Lisa and Chris will discuss passing it out further*

- Have Performance Measuring Files
  - Key performance measurements to report to the LFC and DFA
- BH Data Warehouse at BHSD
  - Anything that is State funded or w/Medicaid is going into this warehouse
  - Making sure that the data is valid and checking it against other reports
  - Internal to the Division
  - More than happy to help the Council with their needs
  - Some examples of Queries: county, gender, age, alcohol abuse, diagnosis’, opioids

- What is the process to make a request?
  - The tool has some restrictions, but Edna & Sharon are the experts of how to use it
  - We want to ask the “right” questions to get the answers we are looking for
  - We all need to think about how we can work together
- Working on a BH Portal w/Eppi (future)
- Robinson had a concern about suicide prevention, PTSD and threats to communities from Tribal Law Enforcement within Navajo Nation and its Chapters. Secretary Allison offered the venue of the NASC to help him out.
- Chris suggested that Sec. Allison invite to the NASC. He asked that Edna and Sharon present some data (suicide, substance abuse, etc.) on the counties of McKinley, Cibola, Sandoval, Lincoln (Mescalero), etc.
- Judy would like new data on rural/frontier areas. Previous reports seemed to be “skewed.”

COORDINATION of SC’s FOR BETTER ADVICE

STATUTORY SUBCOMMITTEES:

NA-SC -

CA-SC –

A/SA/M – SC –

AD HOC SUBCOMMITTEES:

FINANCE/FY 13 BUDGET VARIANCE –

Chris: The Finance Team would like to bring two recommendations to the Exec. Committee. They would like to propose that we move additional money to the SC’s stipends category because we are getting a little low. It is considered to be a good problem to have, as it shows we are having more participation in the SCs. Recommendation is to take $4k from the “miscellaneous new council” category and move $1k into each SC (Adult, SA, Children & NA). The Medicaid SC is fine on funds. The second recommendation is that the remaining funds ($872.70) in the “miscellaneous new council” category be placed in the “miscellaneous operations”. Karen made the motion to pass both recommendations as presented by the Finance Committee. Judy seconded the motion. Motion passed w/o opposition or abstentions.

Chris made another recommendation to have Council meetings in 2013 face-to-face. They figured that the per-diem costs would be $795 and mileage would be $1450. Karen made the motion to approve the recommendation of the Finance Committee to consider on meeting-by-meeting basis to have our meetings face-to-face, and that we have our March meeting as face-to-face. Cindy seconded the motion. Motion passed w/o opposition or abstentions.

*Valerie will communicate that to the Council Members.*

We have $20,000 from OH; have not been told to ‘use it or lose it’ but are continuing to make sure
BH Day utilized less than 50% of their budget and that money can be reallocated to other funding categories, if we need to. The BHSD dollars are ‘use it or lose it’ and we are at 60% of spending those dollars.

THE CHANGE COMMITTEE (ACA/PARITY) –

AGENDA FOR BHPC MEETING:

UPDATES:
BH DAY / SUMMIT 2013 –

Announcements: