



**KERN COUNTY BEHAVIORAL HEALTH BOARD
REGULAR MEETING MINUTES**

Draft for approval

Monday, April 27, 2020

5:30 p.m.

Behavioral Health and Recovery Services

Via Microsoft TEAMS

BOARD MEMBERS:

Charles Collom (absent)
Clarence Cryer
Deborah Fabos (exused)
Doug Jauch
Fawn Dessy (absent)

Frank Ramirez
Jean Lockhart (absent)
Jeff Burdick
Kate Tandy

Richard Hofferd (absent)
Nicole Villaruz
Sonia Silva
Bill Walker

OTHERS PRESENT:

Rachel Mejia, Turning Point

KernBHRS

Alison Burrowes
Tonya Mann
Lynn Corse

Robin Taylor
Shannon Tolar
Stacy Kuwahara

Robert Farmer

1. Welcome and Introductions: Dr. Kate Tandy, Chair welcomed all in attendance. Board members provided self-introductions.
2. Quorum not established.
3. No Minutes to approve.
4. Public Comment: An opportunity was provided for members of the public to address the Board.
 - No Public Comment
5. Department Report: COVID-19 – Bill Walker
 - Bill spoke on how BHRS had to adjust its systems since the shelter in place order came down from the county March 16th and how the department is handling the COVID-19 pandemic, what systems are in place for both our clients and staff.
 - BHRS is operating under the Disaster Operation Center (DOC) and The Emergency Operation Center (EOC) Robin Taylor has taken the lead as the Disaster Manager.
 - Bill spoke on the two calls he is on. One with the California Behavioral Health Director's Association and the Director of Health Care Services.

DOC Manager – Robin Taylor

- Robin Taylor, Disaster Manger - reviewed and discussed the KernBHRS COVID-19 Response Organizational Chart.



Planning Chief, – Alison Burrowes

- Alison Burrowes, Planning Chief - went over her role as the planning chief for KernBHRS. Alison shared with the board what our operations will look like during COVID-19 and what protocols had to be put in place.
- Alison mentioned how she has been working with the PIO office and the disaster coordinator to make sure there is a flow of information with our department, staff, contractors, clients and public.
- Alison and her team developed a continuous operations plan. As part of this plan Stacy and her team are making sure that they are addressing the needs of the clients. Alison really wanted to focus on how the staff would function at all the sites and making sure that we are prioritizing acute care and high-risk clients.
- To reduce staff contact, Alison spoke about the development of the work bubbles and keeping staff in smaller units as they transition to sites together.
- Alison's team also monitors the housing and facilities. Alison and her team are tracking exposures with any of the patients.
- Alison and her team have worked on protocols regarding Personal Protective Equipment (PPE). Alison and her team have done a lot of research when it came to PPE and the protection of all staff. Staff can wear some sort of PPE on site depending on what interaction they have with one another and when working onsite with clients.
- Alison and her team have put in place a screening process for all visitors coming onsite such as checking temperatures and asking some key questions regarding COVID-19 symptoms.
- Alison and her team looked at field services and how those would change.
- Alison mention there have been some people that have tested positive but no transmission amongst the staff.
- Alison is on the county task force that will assist in the planning to reopen and what that will look like.
- Alison spoke about participating in the services that are being provided at the alternate care site located at the Fairgrounds and the temporary isolation unit. BHRS role at these sites will be discharge planning for these individuals and provide support as disaster workers.
- BHRS is providing telehealth services for the homeless individuals being housed at the fairgrounds.

Logistics Chief – Robert Farmer

- Robert, Logistics Chief – Robert reported that since the implementation of this disaster IT has been working hard at providing IT services during COVID-19.
- Robert reported since the shelter in place was issued his department has deployed:
 - 1.) 280 Smart phones.
 - 2.) 280 laptops everyone working from home.
 - 3.) Made the electric health record accessible to KernBHRS staff without the need to connect to the counties VPN.
 - 4.) Worked on getting all the PPE orders for all the sites along with all other sanitary supplies and maintain a good stock on hand.

Operations Chief – Stacy Kuwahara

- Stacy Kuwahara, Operations chief – Spoke on the development of team bubbles and no operational gaps during this process.
- Stacy is doing a lot of tracking looking at staff, service flow, how billable services are progressing and tracking exposures so we can response quickly to any situation that may come up.
- Stacy gave a brief overview on our fiscal projections as a department.
- Stacy spoke on the impact this crisis will have on our funding sources over the next 2-3 years.
- Stacy spoke about the impact to some of our realignment funds. Due to sales tax and economic decline.
- BHRS has been asked by our CAO to reduce our purposed 20/21 budget for realignment by 3% and plan to have an additional 10% realignment reversion to ensure the fiscal sustainability of our revue stream over the next 3-4 years. The 10% is at the counties discretion and they will move our realignment funding between other health and human services departments within the county.

- Stacy is working with Candee and looking at what our immediate and longer-term impact for realignment. MHSA is another funding stream we will have to look at closely that may be impacted over the next couple of years.
- Stacy mention that our budget and fiscal standing for the department is very strong. Stacy is working with Candee and aligning the numbers to see what changes we will be making to our 20/21 budget and moving forward.
- Stacy made mention that she has been participating in a couple of webinars. Stacy shared that CBHDA brought in a consultant who talks about funding projections for all Behavioral Health SUD Services.

Question:

Chair, Kate Tandy asked whether BHRS will be conducting any layoffs due to the pandemic.

Answer:

Stacy assured the board that BHRS has no plans for layoffs nor decreasing our hours. Stacy mentioned that BHRS is looking at our fiscal projections and possibly looking at making changes in growth and whether we fill current vacancies. BHRS has not made any final decisions and does not plan on laying anybody off.

EOC – Bill Walker, Director

- Bill mentioned to the board that we are still seeing all our clients and all our systems are operational though not every clinic is operational to its full extent.
- Bill shared that Stacy has developed a plan and BHRS has several markers that we can track client contact.
- Bill opened it up for any questions:

Question:

Sonia Silva asked if BHRS has come across the need to use funds before the end of the fiscal year. Example, Sonia had funds that were set aside for commandment ceremonies but due to COVID-19 Sonia has had to put those funds towards something else. Have BHRS had the need to apply funds elsewhere?

Answer:

Robin stated that the only area this would impact would be MHSA dollars. Robin stated that BHRS always budgets to overspend so if there is any reduction the department is ok. Currently, we are not needing to take a reduction or allocate funds elsewhere.

- Bill shared with the board that we will continue to have our monthly scheduled meetings. Bill thanked everyone for their patience as we convert our system to a virtual model.

6. Board Member Item: None

7. Public Announcements: NONE

MOTION by Frank Ramirez and seconded by Doug Jauch to adjourn to the next regular meeting May 18, 2020, VIA Microsoft Teams +1 442-286-0126 Conference ID: 808 770 878#

APPROVED ALL AYES; adjourned at 6:06 p.m.

Items Distributed

Behavioral Health Board Agenda

KernBHRS COVID-19 Response Organizational Chart