RPC Meeting Summary – January 13, 2015

Welcome, Introductions and Check In

Alexis Bernard, Co-Chair, Respite Partnership Collaborative welcomed everyone to the meeting. Alexis led introductions and asked RPC members what they were excited for in 2015. Important discussion points included (*'s indicate more than one mention):
- Next stage of work*
- Positioning for the next phase*
- Transition
- More funding for more grants
- Re-engage stakeholders
- Broaden capacity of community
- Firm plans for sustainability
- Evaluate respite projects
- Continued collaboration
- Continue to explore and learn the community driven/collaborative process

Alexis Bernard and Ebony Chambers, Co-Chairs, Respite Partnership Collaborative discussed the meeting ground rules and acknowledged the RPC’s transition into self-facilitation. Deb Marois, Facilitator, Converge CRT, is acting as a coach for the January RPC meeting and as a support to the RPC Co-Chairs. The Co-Chairs discussed the membership transitions by Michaele Beebe and David Schroeder and thanked them in absentia for their time and service on the RPC. The Co-Chairs encouraged all RPC members to actively participate in membership recruitment. Membership applications are always available on the RPC website here: http://www.shfcenter.org/rpc. The Co-Chairs reviewed the December RPC meeting summary – there were no additional comments from RPC members. The Co-Chairs reminded all RPC members to provide feedback on the meeting evaluations; this information helps the planning for future RPC meetings. The Co-Chairs also welcomed the meeting guest, Mai Xi Lee, the Director of Social Emotional Learning at Sacramento City Unified School District.

Additional Funds Discussion

Ebony Chambers, Co-Chair, Respite Partnership Collaborative, provided an overview of the additional funds discussion. At the December RPC meeting, the RPC discussed possible uses of the additional funding including funding extensions of Round 1 or Round 2 grantees. Jane Ann LeBlanc, MHSA Program Manager, Sacramento County Division of Behavioral Health Services, discussed that since Round 2 grantees are already funded through the end of September 2015, there would likely only be a gap in funding for Round 1 grantees that are currently contracted through June 30, 2015. Jane Ann presented information from the Division of Behavioral Health Services on the Mental Health Services Act funding process, which included a review of the five Mental Health Services Act components and the growth dollars allocation process.

Q: Would a new program developed outside the RPC process that met the need for respite services but ran out of funding be eligible for Mental Health Services Act funding?
A: This specific funding opportunity would only be for currently funded RPC funded programs. In the scenario described, the program would have to respond to a competitive bid. Sacramento County is not anticipating additional growth dollars that would allow for additional opportunities at this time.

Jane Ann LeBlanc presented on the Round 2 informational reports. Please refer to the PowerPoint Presentation “Round 2 Year 1 End of Year Reports” here: http://www.shfcenter.org/assets/RPC/RPC_Round_2_Year_1_End_of_Year_Reports.pdf. Ebony discussed the Round 1/Year 2 End of Year Reports and individual reports. Robert Phillips, Director of Health Programs, Sierra Health Foundation: Center for Health Program Management discussed the Round 1 and Round 2 Cost Extension Analysis document. Robert noted that funding is not a constraint on a three month extension for Round 1 grantees. The three month extension would give programs time to adjust services and the Mental Health Services Act Steering Committee time to determine if the programs will be eligible for additional funding.

Q: Is there information available on whether Round 1 grantees are interested in a three month extension?
A: Our practice has been not to ask the grantees before we know if the extension has been approved by the RPC. However, the answer in the past has always been yes.

Q: Since some programs have seasonal activities would we still allocate funding in the same manner or would we need to allocate additional funds for some programs? For example, Capital Adoptive Families Alliance has their annual camp which may be more expensive than their regular programming during the year.
A: That would be part of the contract negotiation. However, in general most programs have a way to spool out their budget.

The RPC did a straw poll on the Round 1 three month contract extension:

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<thead>
<tr>
<th>Approve three month contract extension for all Round 1 grantees</th>
<th>Yes</th>
<th>Maybe</th>
<th>No</th>
<th>Stand Aside</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>2</td>
<td>0</td>
<td>1</td>
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Following the straw poll, the RPC continued to discuss the possibility of a Round 1 three month contract extension.

Q: Would it be possible to just increase funding for Capital Adoptive Families Alliance and Iu Mien Community Services and not extend contracts for Turning Point Community Programs and Del Oro Caregiver Resource Center?
A: This would require a contract amendment. However, it would also be more difficult if the Mental Health Services Act Steering Committee wanted to then fund them at their current RPC funding level after the three month contract extension.

Important discussion points included:
- It may put the program in an awkward position if the Mental Health Services Act Steering Committee is not able to continue funding.
- If the funding is not allocated for respite services, it will revert to the state.
- Even if the programs are not continued past the three month contract extension there is a benefit to providing additional respite services.
- One month contract extensions are possible but not necessarily realistic since it would make it difficult for programs with regards to their staffing, location and supplies, etc.

The RPC did a final straw poll on the Round 1 three month contract extension:

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<tr>
<th>Approve three month contract extension for all Round 1 grantees</th>
<th>Yes</th>
<th>Maybe</th>
<th>No</th>
<th>Stand Aside</th>
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<td></td>
<td>7</td>
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*One RPC Team member left the meeting early and did not participate in this vote or future votes

**Self-Facilitation Training**

*Deb Marois, Facilitator, Converge CRT,* presented a Self-Facilitation training. The RPC discussed their facilitation interest which included:
- How to keep meetings focused, on track/time
- Conflict management*
  - Managing difference of opinion
  - How to get “unstuck” when unable to resolve issues
- How to not “rush through” and keep the human element – breathing time, affirm members/group
- How to get through when there isn’t consensus – an “absolute” no
- How to ensure all voices are heard without putting introverts/people on the spot
  - How to manage the voice that contributes often
- Share: what's important for RPC to know
- How to maintain neutrality and/or be open
- Role play

The RPC also discussed what good meetings include:
- Support others
- Speak out – question – what are next steps?
- Engaging content, interactive
- Substance keeps attention – outcomes and learning opportunities/environment*
- Agenda followed/expected outcomes clear
- Robust conversation
- Quality refreshments
- Safety and openness to express divergent opinions
  - Listen and respect
- Sense of accomplishment – progress on purpose
- Understanding everyone’s role/purpose
- People prepared/docs ahead of time

Deb will lead a facilitation training for RPC members on an upcoming date to be announced.
Reflection & Wrap Up

Alexis Bernard, Co-Chair, Respite Partnership Collaborative solicited information from the Communications Committee to help plan the February Community Stakeholder Meeting. Important discussion points included:

- Planning for the February 23rd Community Stakeholder meeting should be open to all RPC members and not limited to just Communications Committee members.
- An email should go to the full RPC to encourage participation in the planning of the February Community Stakeholder Meeting. This email should include information on the time commitment.

Ebony and Alexis thanked everyone for attending the meeting.

The next RPC meeting is Tuesday, February 3rd at 3 p.m. at Sierra Health Foundation.