Mental Health and Developmental Disabilities Advisory Committee (MHDDAC)
Meeting Minutes for February 21, 2023, from 12:15 pm to 1:45 pm

Present:

<table>
<thead>
<tr>
<th>Matthew Rutherford</th>
<th>Traci Dawson</th>
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<tr>
<td>Jason Henness</td>
<td>Stacey Toliver</td>
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<tr>
<td>Lisa Dillman</td>
<td>Pauline Metoxen</td>
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<td>Robert Porath</td>
<td>Diana Fidler</td>
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<td>Christopher Nickell</td>
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Welcome, Attendance, & Announcements

- Introductions
- Announcements
  - Commencement of Phase 2 for the Sheridan Housing Program (Jason)
  - Other building in the Kirby Street parking lot will likely be converted to the new Public Health Building (Traci)
  - Updates on progress/development of Mobile Crisis (Jason)
- Minutes from 11/15/2022 – Approved

Review Critical Incidents/Complaints

Critical Incidents (prefaced by Traci reviewing confidentiality & discretion):

1. June 2022
   - Questions were asked regarding the type/amount of medication consumed, youth’s access to the consumed medication, and whether the youth may have been saving up her medication; Traci responded to the questions being asked by briefly summarizing what qualifies an incident as a reportable “suicide attempt” (i.e. actions that could have resulted in death and/or assessment of the individual’s risk toward self based on the information provided in the ED)

2. August 2022
   - No feedback or suggestions

3. August 2022
   - No feedback or suggestions

4. October 2022
   - No feedback or suggestions

5. November 2022
   - No feedback or suggestions

6. December 2022
   - No feedback or suggestions

7. January 2023
   - No feedback or suggestions

8. November 2022
   - No feedback or suggestions

9. December 2022
   - Comments/concerns were shared regarding the sensitive information contained in client charts and the current time frame that records must be maintained
Complaints:

1. May 2022
   - As context for the follow up that occurred in response to this particular complaint, it was shared that HHS has access to every provider’s actions within our EHR and that any provider’s history can be reviewed to identify any/every action they’ve taken within this program – It is through this history that we were able to determine whether or not the person had ever accessed the account in question

2. May 2022
   - No feedback or suggestions

3. May 2022
   - No feedback or suggestions

4. June 2022
   - Questions/comments/concerns were discussed in regard to overturn, staffing issues, and the impact that changing providers can have on clients

5. June 2022
   - No feedback or suggestions

6. August 2022
   - No feedback or suggestions

7. October 2022
   - No feedback or suggestions

8. October 2022
   - No feedback or suggestions

9. October 2022
   - No feedback or suggestions

10. November 2022
    - No feedback or suggestions

11. November 2022
    - No feedback or suggestions

Review and update of MHDDAC bylaws:

- Traci spoke about her hope and intent with reviewing the current bylaws and interest in obtaining input from the group rather than making an executive decision – Because this topic has been pushed back for at least the last couple of meetings, Traci communicated that she will send an email requesting attendees to review the recent changes and to respond with any questions, input, or general feedback.

New Program / Resources:

- None reviewed on today’s date

Planning Next Agenda

- Audit Summary from YCHHS Developmental & Disability Program
- Substance use resources
- Behavioral health services in schools
- Identify programs, resources, and community trainings
- CCO Performance Metrics

NEXT MEETING: May 16, 2023 (330 NE Kirby St.)

Notes: LD