

STATE COUNCIL ON MENTAL HEALTH (SCMH)
Behavioral Health Administration
Department of Health, State of Hawaii

Virtual Meeting via Zoom
December 8, 2020
9:00 a.m. – 11:30 a.m.

- Members Present: **Aumer, Katherine; Beninato, Antonino; Dang, Cynthia “Cindi”; Ilyavi, Heidi; Knightsbridge, Christopher; Lau-James, Eileen; Martinez, Beatrice “Kau’i”; Matayoshi, Carol; Nagao, Lani; Ries, Richard; Shimabukuro, Scott**
- Members Absent: **Fujii, John; Pascual-Kestner, Rusnell “Rus”**
- Members Excused: **Crozier, Charleen “Naomi”; Koyanagi, Dina; Reed, Tara**
- Guests Present: **Talisayan, Bryan (Mental Health America Hawaii); Young, Keanu (Public Access Room)**
- DOH Staff Present: **Ganir, Ashley; Haitzuka, Stacy; Mersereau, Edward; Nazareno, Jocelyn; Pavao, Steven**

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS/ ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
I. Call to Order	<p>Chair R. Ries called the meeting to order at 9:00 a.m.</p> <p>Members and guests introduced themselves.</p> <p>The following definition of quorum was added to the agenda as of the November 10, 2020 agenda: Pursuant to Act 137-18 (SB 203), Chapter 92, Hawaii Revised Statutes: “(f) A quorum for purposes of doing business shall consist of a majority of the members serving on the council immediately before a meeting begins. (g) if a quorum is present when a vote is taken, the affirmative vote of a majority of members present shall constitute a valid act of the council unless this chapter, part I of chapter 92, the articles of incorporation, or the bylaws require a greater number of affirmative votes.”</p> <p>For example, if only 16 of the entitled 21 members are appointed, at least</p>	For information only.		

	<p>9 must be present to establish a quorum. To validate a council action, of the 9 members present, an affirmative vote from at least 5 is required.”</p> <p>Quorum was established.</p>			
<p>II. Meeting Announcements</p>	<p>R. Ries shared the following announcements:</p> <ul style="list-style-type: none"> • The SCMH continues to do its part to Stop the Spread of COVID-19 by holding its meetings virtually for the time being. Handouts are distributed electronically a week before the meeting. • To use our time efficiently during today’s meeting, he asked Council members and guests to follow the following basic virtual Council meeting courtesies: <ul style="list-style-type: none"> ○ Please address any comments or questions during the meeting to him. ○ Members and guests may raise their “hand” virtually, type into the chat box, or orally get his attention during the meeting. ○ Please wait to be acknowledged before speaking. This will help to keep the meeting organized and the audio clear for minute taking purposes. • In general, only Council members are allowed to speak during the meeting, unless speaking as a presenter or sharing information during the Community Input section of the agenda. He will do his best to include and acknowledge guests when appropriate. • For Council members who take a break and step away from the meeting, please notify him before leaving as the Council needs to track of when Council members leave and return to verify quorum. • If at any time a Council member has an issue with the meeting connection, please consider closing your Internet browser and rejoining the meeting by re-clicking on the Zoom link or joining by phone as an alternate option. • If not speaking, please place yourself on mute. This will help with the feedback noise and will allow for everyone to hear speaker. 	For information only.		
<p>III. Presentation/ Guest Speaker</p>	<p>R. Ries introduced E. Mersereau, Deputy Director of the Department of Health’s Behavioral Health Administration (BHA).</p>	For information only.		

	<p>R. Ries shared that the BHA includes four Divisions:</p> <ul style="list-style-type: none"> • Alcohol and Drug Abuse Division (ADAD) • Adult Mental Health Division (AMHD) • Child and Adolescent Mental Health Division (CAMHD) • Developmental Disabilities Division (DDD) <p>The Council sent E. Mersereau two letters. One on August 28, 2020 regarding the impact of COVID-19 on mental health services and a second on October 20, 2020 inviting him to attend a Council meeting.</p> <p>Mr. Mersereau shared the following information and BHA updates:</p> <ul style="list-style-type: none"> • Thanked members for their volunteer efforts to advocate for behavioral health services. He specifically thanked members for sharing ideas, participating and being more active not only for COVID-19 response but for all support provided to the BHA to improve the behavioral health system of care. He looks forward to working closely with the Council. • He reviewed information shared by S. Haitzuka about the Council’s activities and reviewed the Council’s monthly meeting minutes, including the minutes from the Council’s Retreat. • BHA COVID-19 responses has focused on a few priority areas: #1 Quarantine and Isolation Centers Neighbor island counties work with their District Health Officers to plan and design quarantine and isolation centers. On Oahu, as of August 2020, in coordination with the City and County of Honolulu, we opened the first and only medical quarantine and isolation center in the state where individuals can get non-hospital-based medical and psychiatric support during their stay. It is likely that four of the five quarantine and isolation sites will continue for a longer period of time after December 2020 and after COVID-19 CARES funding ends. <p>For example, from August 2020 to November 7, 2020, the capacity for quarantine and isolation increased 7-fold from 80 units</p>			
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	<p>statewide to 554 units.</p> <p>In the white paper, and based on approximately 50 participants, about 96% of participants were also effectively supported with services such as substance use treatment, supported housing, and more stabilized linkage to community services. This proof of validated the need of funding for and operation of short-term sub-acute stabilization, which is a missing key component for the behavioral health continuum of care.</p> <p>#2 Hawaii CARES Program Hawaii CARES call center was redesigned in July 2020 as the primary hub for centralized access to behavioral health services including mental health, substance abuse, crisis response and quarantine and isolation referrals and coordination.</p> <p>For example, the call center saw a significant increase in incoming call volume. Since August 2020, the Hawaii CARES call center fielded approximately 2,550 calls related to quarantine and isolation.</p> <p>On Oahu between August and November 2020,</p> <ul style="list-style-type: none">- There were over 10k active cases of which 12% received quarantine and isolation by the BHA.- One if five individuals who received quarantine and isolation were identified as homeless.- About 403 families received quarantine and isolation by the BHA of which 45% shared that their ethnicity was either Native Hawaiian or Other Pacific Islander. <p>#3 Fleet of Transportation for COVID-19 Care These vehicles are coordinated through the Hawaii CARES call center. Vehicles are dispatched when individuals do not have other means of personal transport between, for example, the hospital and their residence, or urgent care/emergency department to quarantine and isolation.</p>			
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	<p>#4 Providing Personal Protective Equipment to Behavioral Health and Homelessness providers and community-based social service staff statewide.</p> <p>#5 Partnership with the University of Hawaii Working with the UH Manoa Myron B. Thompson School of Social Work has focused on data-driven initiatives including creating a behavioral health data dashboard that includes as real-time data as is available. Victoria Fan, ScD is an awesome resource and the Council should consider asking her to present areas of her work at a future Council meeting. Eventually, we'd like this data to be accessible to the public.</p> <p>One data dashboard item will be to validate the Hawaii CARES incoming call volume. For example, incoming call volume over the last four months has broken the record of highest monthly call volume four times. In other words, data has confirmed incoming call volume has increased per capita more in the last four months than in any month in the last nine years.</p> <ul style="list-style-type: none"> • Communication and dialogue with the legislature is critical for the upcoming session. It has been identified that the state will be facing a \$1.5 to \$2 billion dollar deficit each year for the next four years. Hugh cuts are anticipated and a lot of jockeying for sustaining funding for their programs (versus having funds cut or eliminated). We know that everyone needs to bring something to the table as far as what costs they are willing and able to cut; but for BHA, we are hoping that our relationships and regular dialogue with our legislators, especially those who are leading the health committees understand what BHA is doing and how we are operating at the BHA level and within each of the BHA Divisions. <p>Council members had the following comments:</p> <ul style="list-style-type: none"> • R. Ries thanked E. Mersereau for his time and sharing updates. • R. Ries noted that the Council would like to have him attend Council meetings regularly but recognize he is busy. That said, the 	<p>Invite V. Fan to present her work at a future Council meeting.</p>	<p>R. Ries/ S. Haitsuka</p>	<p>April/ May 2021</p>
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	<p>Council will work with S. Shimabukuro and S. Haitzuka to keep updated on BHA activities.</p> <ul style="list-style-type: none"> R. Ries emphasized the Council’s advisory role to the DOH and BHA and we want to be in good communication with him to be supportive of DOH and BHA activities. He noted one area that makes the Council stand out compared to other boards is that the Council has service recipients and family members of service recipients serving on the Council. Our discussions may be different from discussions that occur in other board meetings. Our voice has been largely voiceless in the past but we hope to partner with you as we look at areas where the Council can deliberate and check in with him about to be in good communication. L. Nagao shared that she had initial concerns about Hawaii CARES being positioned to expand beyond its original purpose which was to help navigate substance use treatment. She asked about the process for Hawaii CARES referrals to non-DOH funded substance use providers including private and QUEST providers. <p>E. Mersereau affirmed that it has always been the intent to be “go to” referral hotline for behavioral health services. He clarified that Hawaii CARES is like the spoke and wheel where their position as the central hub is to be the resource for behavioral health, mental health, substance use, and homelessness. BHA touches a lot of sectors and specialized populations. Being in a position to quickly and seamlessly connect and match individuals with the appropriate agency is the overall goal.</p> <p>E. Mersereau shared his vision for de-siloizing and universalizing areas of BHA where processes across BHA Divisions can be universalized broadly so energy can be spent on patient/individual/service-recipient-centric activities.</p> <ul style="list-style-type: none"> C. Knightsbridge asked about the quarantine and isolation model used on Oahu and how it could be replicated to the Neighbor 			
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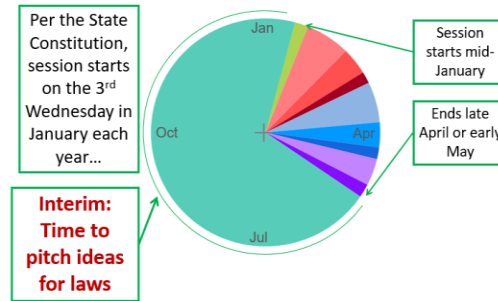
	<p>Islands as it feels sometimes that they are neglected. Hawaii is not Honolulu. Are there plans to replicate and mirror these efforts on Neighbor Islands?</p> <p>E. Mersereau affirmed the Neighbor Islands are neglected in part due to Oahu-centric thinking. Oahu has so much of the resources on island whereas the Neighbor Islands do not have the same access. That said, BHA recognizes that each neighbor island has different systems and structures so it's important not to dictate Oahu-centric ideas with the expectation that neighbor islands will be in a position to replicate it; however, we do want to share Oahu's experiences and provide support to Neighbor Islands, such as the District Health Officers.</p> <p>For example, AMHD was successful in opening a second Palekana 24-hour specialized residential program in Hilo which builds off of the original Palekana program located at Leahi Hospital on Oahu.</p> <p>R. Ries thanked E. Mersereau for joining the Council at today's meeting and for sharing information about BHA activities.</p>			
<p>IV. Education/Training</p>	<p>R. Ries introduced K. Young, Assistant Public Access Coordinator with the Public Access Room (PAR), a Division of the Legislative Reference Bureau (LRB) which is located at the State Capitol.</p> <p>R. Ries thanked C. Dang for her help with setting up today's legislative training through Senate Vice-President Michelle Kidani's office.</p> <p>Council members received copies of the legislative training handouts in the handouts for today's meeting.</p> <p>K. Young provided an overview of the following topics:</p> <ul style="list-style-type: none"> • Public Access Room at the State Capitol Located on the 4th Floor in Room 401 (808) 587-0478 phone / email: par@capitol.hawaii.gov • Branches of Government Three SEPARATE branches: Legislative (makes laws), Executive 	<p>For information only</p>		

(implements laws), and Judiciary (interprets the law)

- Legislative Branch
THREE levels: National (U.S. Congress passes laws governing the COUNTRY), State (State Legislature passes laws governing HAWAII), and County (County Councils pass laws that govern their COUNTY)
- State Legislature
Each regular session = TWO years (biennial) starting in each odd year and ended in each even year. Two-year budget operates on a fiscal year calendar from July 1st to June 30th.
The Legislature meets for 60 session days (approximately 100 calendar days; weekends/holidays/recess days are excluded).

State Legislature

In Session: Mid-January – early May



- Hawaii State Legislature
TWO Chambers = Senate (25 State Senators) and House of Representatives (51 State Representatives)
- State Senate
25 members = 24 Democrats + 1 Republican
4-year terms
16 subject matter committees
Has Advise and Consent power to confirm the Governor’s appointments to the Courts, Executive Agencies, and Boards and Commissions.
- State House of Representatives
51 members = 47 Democrats + 4 Republicans
2-year terms
18 Subject matter committees




Has Impeachment power.

- **Bill Introduction**

1 week after start of session

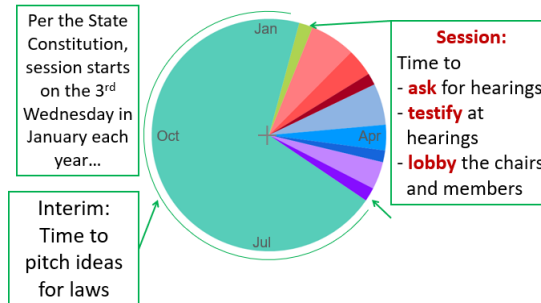
Use the session calendar to keep track of deadlines. The session moves quickly!

Here's a brief glimpse of what's to come in a bill's life...

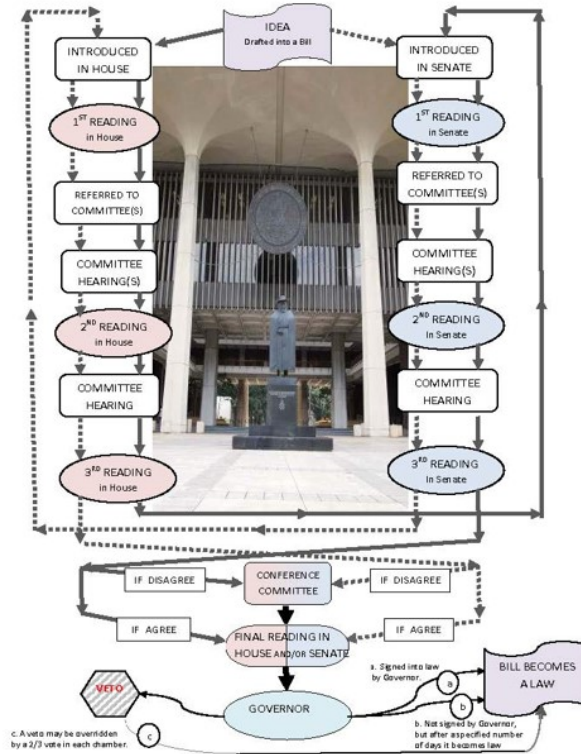
- Successfully pass through all **committees** the House and Senate have referred it to 
and
- Successfully pass **three readings in both the House and Senate chambers** (where all the members convene) 
and
- Have both House and Senate agree on **exact wording** 
and
- Be signed or allowed to come into law by **Governor**, or House and Senate successfully overrides his veto

State Legislature

In Session: Mid-January – early May

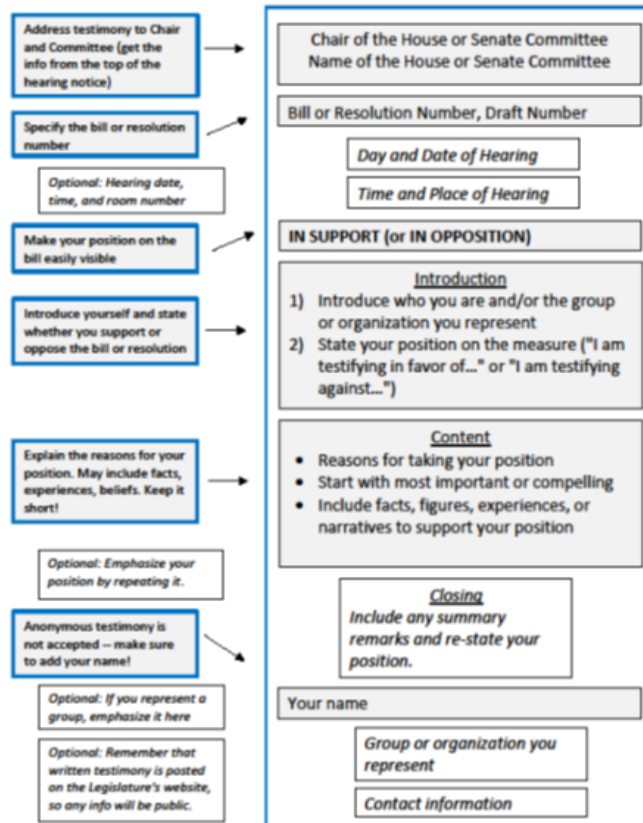


QUICK VIEW OF HOW A BILL BECOMES LAW IN HAWAII



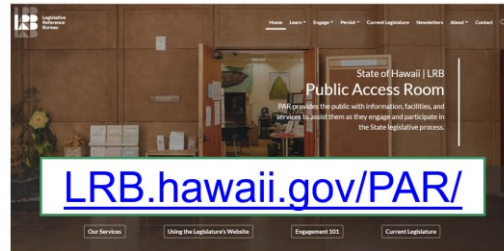
- Testifying on a bill
Offer why the bill should become law (or shouldn't)
Submit testimony in writing that includes the bill number or reference number, Council's name, bill position, and why.

Sample Written Testimony: The Basics



- Hawaii State Legislature preview included the following areas:
 - Overview of how to sign up for an account;
 - How to find legislators and committees;
 - How to track bills and how to generate reports/lists;
 - How to find hearing notices;
 - How to find bill webpages and committee reports; and
 - Where to submit written testimony.
- Legislative Reference Bureau (LRB)
 The public is welcome to contact PAR and LRB anytime for assistance with the State legislative process.



For helpful handouts,
and to learn more, head to the
Public Access Room's website



Public Access Room (PAR)



808/587-0478
room 401
par@capitol.hawaii.gov

 [@PublicAccessRoom](#)
 [@Hawaii_PAR](#)

<https://lrb.hawaii.gov/par>

R. Ries thanked K. Young for providing legislative training to the Council.

He noted that if there are additional questions regarding the legislative training, the Council will ask S. Haitzuka to follow up with K. Young or Council members are welcome to contact K. Young directly if they need help with the [Hawaii State Legislature's website](#). He can be reached via e-mail at k.young@capitol.hawaii.gov and by telephone at 587-0478 (Oahu); 974-4000 x7-0478 (Hawaii Island); 984-2400 x7-0478 (Maui); 274-3141 x7-0478 (Kauai); (808) 468-4644 x7-0478 (Moloka'i/Lana'i).

V. Consideration and
Approval of Minutes
• November 10,

The draft minutes for the November 10, 2020 business meeting and

Finalize minutes as

S. Haitzuka

12/16/20

2020	Retreat were reviewed. No amendments were offered. C. Matayoshi made a motion for the business meeting and Retreat minutes from the November 10, 2020 meeting be approved. E. Lau-James seconded the motion.	drafted. Motion passed unanimously.		
VI. Community Input	Pursuant to section 92-3, Hawaii Revised Statutes, community members will have three (3) minutes to speak during this time. [No community input was received.]			
VII. Old Business	<p>R. Ries announced that each of the Council’s Permitted Interaction Groups (PIGs) have updates to share. In the meeting handouts, Council members received a copy of the meeting notes from the PIGs and post-Retreat handouts.</p> <p><u>Legislative PIG (LEG-PIG)</u> C. Dang briefly summarized the report for the Legislative PIG (LEG-PIG). She noted the purpose of the meeting was to address the two tasks assigned to the LEG-PIG by the Council which included:</p> <ul style="list-style-type: none"> • Scheduling a legislative training for Council members; and • Assisting with the Council’s legislative activities, including drafting testimony. <p>Regarding legislative training for Council members, this item has been completed as legislative training occurred during today’s meeting.</p> <p>Regarding the Council’s legislative activities, the LEG-PIG discussed the following items (discussion is summarized in the LEG-PIG Meeting Notes handout for todays’ meeting):</p> <ul style="list-style-type: none"> • Bill tracking • How DOH BHA tracks bills relative to behavioral health topics • Concern for PIG vs. Committee work (Sunshine Law) • Council’s list of priority bills • State agency legislative updates • Succession planning for the Council’s legislative activities • LEG-PIG meetings 			

	<p>C. Dang noted that that LEG-PIG met for 45 minutes and were able to address all these items which shows that there is power in having PIGs.</p> <p>E. Lau-James shared that S. Haitsuka provided an enormous amount of knowledge and support for the LEG-PIG with scheduling meetings and sharing information about her legislative activities.</p> <p>Of the items discussed above, the LEG-PIG requested the Council’s approval for five (5) activities.</p> <p>R. Ries asked the Council to vote on the five items the LEG-PIG recommended for Council approval.</p> <ul style="list-style-type: none">• #1: Bill Tracking The recommendation is for the Council to approve receiving two legislative lists. One is for the one-time behavioral health related bill list (List 1) and the second list is a daily update with DOH BHA bills, which includes bills from AMHD, CAMHD and DDD (List 2). Council members shared the following comments:<ul style="list-style-type: none">○ C. Matayoshi and H. Ilyavi agreed that these lists will be a great resource.○ E. Lau-James noted that these are lists that S. Haitsuka has access to as a member of the DOH BHA Legislative team and is willing to share.○ C. Dang noted that the Council will be able to see all the bills (List 1) and all the bills that DOH BHA is tracking (List 2). These lists will help the Council to prioritize bills it wants to track.○ R. Ries proposed adding a due date for List 1 of February 2, 2021. That way, the Council will receive List 1 as a handout for the February 2021 Council meeting.○ R. Ries noted that Council members will receive many e-mails from S. Haitsuka because she will send an updated List 2 daily until the end of the legislative session and a final updated List 2 after the bill signing deadline.			
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	<p>C. Matayoshi motioned to approve the above recommendation with a February 2, 2021 due date. C. Knightsbridge seconded the motion.</p> <p>Council members voted to approve LEG-PIG recommendation #1: Bill Tracking with a February 2, 2021 due date for List 1.</p> <ul style="list-style-type: none"> • #2: Council’s Priority Bills The recommendation is for the Council to approve the LEG-PIG to recommend the top five bills for the Council to support, oppose or comment on and to report these top five bills to the Council at our February meeting. <p>Council members shared the following comments:</p> <ul style="list-style-type: none"> ○ R. Ries proposed adding a due date of February 2, 2021 for the LEG-PIG to recommend the top five bills. That way, the Council will receive the list as a handout for the February 2021 Council meeting. <p>C. Dang made a motion to approve the above recommendation with a February 2, 2021 due date. C. Matayoshi seconded the motion.</p> <p>Council members voted to approve LEG-PIG recommendation #2: Council’s priority bills with a February 2, 2021 due date for the LEG-PIG to recommend the top five bills the Council will support, oppose or comment on.</p> <ul style="list-style-type: none"> • #3: State Agency Legislative Updates The recommendation is for the Council to approve regularly scheduling legislative updates from DOH BHA Division leaders including Amy Curtis for AMHD, S. Shimabukuro for CAMHD and Ami Aiona for ADAD. 	<p>Ayes (11); Noes (0); Abstentions (0)</p> <p>Motion passed unanimously.</p> <p>Ayes (10); Noes (0); Abstentions (1)</p> <p>Motion passed.</p>		
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	<p>Council members shared the following comments:</p> <ul style="list-style-type: none"> ○ C. Dang stated that in addition to updates from DOH BHA (including ADAD, AMHD, and CAMHD), having legislative updates from all Council members who represent state agencies would be great to share. ○ R. Ries encouraged the Council’s state agency representatives to share their agencies legislative priorities at future Council meetings. ○ S. Shimabukuro commented that this recommendation should be fine because historically, the Council has invited these DOH BHA Division leaders to provide legislative updates at Council meetings. ○ R. Ries encourages regular updates to be provided. <p>C. Dang made a motion to approve the above recommendation. C. Knightsbridge seconded the motion. Council members voted to approve LEG-PIG recommendation #3: Regularly scheduled State agency legislative updates from DOH BHA Division leaders.</p> <ul style="list-style-type: none"> ● #4: Succession Planning/Written Guidelines The recommendation is for the Council to approve the LEG-PIG to develop an initial draft of written guidelines for the Council’s legislative activities with a January 5, 2021 due date. <p>Council members shared the following comments:</p> <ul style="list-style-type: none"> ○ C. Dang shared that the intent is to provide standard guidelines for the Council’s legislative activities. ○ C. Dang noted that guidelines could also be helpful for the other PIGs because the guidelines specify where and when the PIGs would meet and generally what the PIGs activities and responsibilities are. ○ R. Ries agreed that the Council could benefit from having a routinized process for legislative activities. ○ R. Ries noted that drafting of the guidelines for the Council’s legislative activities is an appropriate short-term assignment 	<p>Ayes (10); Noes (0); Abstentions (1) Motion passed unanimously.</p>		
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	<p>for the LEG-PIG.</p> <ul style="list-style-type: none"> ○ R. Ries proposed adding a due date of January 5, 2021 for the LEG-PIG to share an initial draft of the guidelines. That way, the Council will receive the draft as a handout for the January 2021 Council meeting. <p>C. Dang made a motion to approve the above recommendation #4: drafting written guidelines for the Council’s legislative activities with a January 5, 2021 due date. C. Matayoshi seconded the motion.</p> <p>Council members voted to approve LEG-PIG recommendation #4: Drafting of the Council’s written guidelines for legislative activities with a January 5, 2021 due date.</p> <ul style="list-style-type: none"> ● #5: Succession Planning/Testimony Template The recommendation is for the Council to approve the LEG-PIG to develop the Council’s testimony template. <p>Council members shared the following comments:</p> <ul style="list-style-type: none"> ○ R. Ries mentioned that as individual citizens, Council members may testify on any bill they would like; however, with the Council’s template, this will be for official testimony that the Council is submitting. ○ R. Ries stated that having a testimony template would be very efficient and would allow the Council a consistent way of sharing its testimony with legislators. ○ L. Nagao wanted to know who approves the content of the template. R. Ries explained that the Council has the responsibility for reviewing and approving the content of the testimony. Assuming the Council has consensus, the testimony can be finalized and submitted to the legislature when the hearing is scheduled. If no consensus on the content of the testimony, they Council may decide not to testify. ○ C. Dang emphasized that the template is going to be general and will include the required elements of testimony 	<p>Ayes (11); Noes (0); Abstentions (0)</p> <p>Motion passed.</p>		
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	<p>including the Council’s position on the bill, committee identification, and the hearing information.</p> <ul style="list-style-type: none"> ○ E. Lau-James added that the template will have standard “boiler plate” language and will include fill-in statements such as, “According to _(bill #)_, this bill seeks to ___” and “The Council testifies _(position)_ of this bill for the following reasons: x, y, z.” ○ L. Nagao, noting that she is taking about a different issue than recommendation #5, asked if the Council’s testimony needs to be “approved” by the government. S. Haituka noted that the template is created at the Council’s purview and as C. Dang noted, will include the required elements of testimony. The content would align with the Council’s position on the bill. C. Dang added that the content would be related to Council discussions so testimony should be familiar to Council members. ○ R. Ries noted that if the Council were to disagree with DOH’s position, the Council could ask for an explanation but, for the most part, the Council will be on the same page for position on the Council’s priority bills. ○ K. Aumer clarified this recommendation is only asking for the Council to approve the LEG-PIG to create the Council’s testimony template. ○ R. Ries proposed adding a due date of December 29, 2020 for the LEG-PIG to share an initial draft of the guidelines. That way, the Council will receive the draft as a handout for the January 2021 Council meeting. <p>C. Dang made a motion to approve the above recommendation #5: drafting the Council’s testimony template with a December 29, 2020 due date. L. Nagao seconded the motion.</p> <p>Council members voted to approve LEG-PIG recommendation #5: draft a testimony template with a December 29, 2020 due date.</p>	<p>Ayes (11); Noes (0); Abstentions (0)</p> <p>Motion passed unanimously.</p>		
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	<p><u>Website, Social Media and Advocacy PIG (WSA-PIG)</u></p> <p>H. Ilyavi briefly summarized the report for the Website, Social Media and Advocacy PIG (WSA-PIG). She noted the purpose of the meeting was to address the two tasks assigned to the WSA-PIG by the Council which included (discussion is summarized in the WSA-PIG Meeting Notes handout for today's meeting):</p> <ul style="list-style-type: none"> • Identify the WSA-PIG's goals • Present goals at a future Council meeting for approval <p>Regarding the Council's website, social media and advocacy activities, the WSA-PIG discussed the following goals:</p> <ul style="list-style-type: none"> • Website goals • Social Media goals <p>Regarding the Council's website maintenance, the WSA-PIG discussed the following items:</p> <ul style="list-style-type: none"> • Who has access to the website and who is responsible for maintaining the website including updating content and providing links to relevant resources? • Are there limitations for what the Council can do with the website per the vendor's scope of work/contract? <p>Regarding the Council's website content, the WSA-PIG discussed the following items:</p> <ul style="list-style-type: none"> • Tiered-based approach with a visual diagram/tool • Structure of the website Resources tab – Local first, followed by state, then national/federal. • Re-word information about Hawaii CARES. • WSA-PIG selecting content for the website on an ongoing basis. <p>Regarding social media, the WSA-PIG discussed the following items:</p> <ul style="list-style-type: none"> • Importance of social media and the Council's social media presence. <p>Regarding the WSA-PIG's ongoing meetings, the WSA-PIG discussed the following items:</p>			
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	<ul style="list-style-type: none"> • Use of a “living document” and/or collaboration app to increase the speed of the WSA-PIGs work/activities. <p>Of the items discussed above, the WSA-PIG requested the Council’s approval for one activity.</p> <p>R. Ries asked the Council to vote on the one item the WSA-PIG recommended for Council approval.</p> <ul style="list-style-type: none"> • #1: Website, Social Media and Advocacy PIG (WSA-PIG) Goals The recommendation is for the Council to approve the goal of assuring the Council’s website is fully functional, that it fulfills its fundamental purpose, and is aligned with its intent for use and access by advocating and communicating, and sharing purposeful, relevant and mental health-focused content and resources; and For succession planning and monitoring of website related goals, developing a written tiered-based approach to address website maintenance which includes decision tree options for “go” versus “no go” to make the decision making process consistent and efficient by assessing responses to: “Is it purposeful?”; “Is it relevant”; and “is it behavioral health-focused?” <p>Council members shared the following comments:</p> <ul style="list-style-type: none"> ○ C. Dang mentioned that the WSA-PIG is looking to capture the information and tier it in a way that visually shows how the website can go to the next tier. ○ R. Ries supports the WSA-PIGs proposed goals and plans for developing the tiered-based visual tool. ○ L. Nagao commented that it’s a good idea to have an exit strategy with succession planning for the website, social media and advocacy activities. <p>E. Lau-James made a motion to approve the above recommendation. C. Matayoshi seconded the motion.</p> <p>Council members voted to approve WSA-PIG recommendation #1:</p>	<p>Ayes (11); Noes (0); Abstentions (0)</p> <p>Motion passed</p>		
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	<p>WSA-PIG Goals.</p> <p><u>Rescind Motion for Sending a Letter to DOH About Contact Tracing</u> R. Ries asked the Council to vote to rescind the motion for the Council to send a letter to DOH regarding Hawaii’s participation in the contact tracing app.</p> <p>He noted it is evident from both the media and the We Are Aloha Safe contact tracing website, that the DOH is actively involved in the development, testing and the public’s use of a contact tracing app for Hawaii. Therefore, writing a letter to encourage DOH to participate is not necessary.</p> <p>R. Ries recalled that C. Knightsbridge was to draft a letter and share it at our November 2020 meeting but, to my knowledge, the draft letter was not submitted to the Council to review.</p> <p>C. Knightsbridge made a motion to rescind the Council’s previous motion to draft a letter to DOH strongly encouraging Hawaii’s participation in the contract tracing app with 14 other states. L. Nagao seconded the motion.</p> <p>Council members voted to rescind the drafting of the letter to DOH regarding contact tracing.</p> <p><u>Retreat PIG</u> E. Lau-James briefly summarized the report for the Retreat PIG, including two post-Retreat handouts.</p> <ul style="list-style-type: none"> • Post-Retreat Facilitator Summary K. Oliver, the Retreat Facilitator, submitted the post-Retreat facilitator summary which includes descriptions of pre-, during and post-Retreat (Part 1) activities as well as planning for Retreat (Part 2) and a list of resources. • Prioritizing of the Council’s Strategic Plan Focus Areas 	<p>unanimously.</p> <p>Ayes (11); Noes (0); Abstentions (0)</p> <p>Motion passed unanimously.</p>		
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	<p>The Council identified wanting to prioritize the Strategic Plan Focus Areas that were identified during the Retreat (Part 1).</p> <p>K. Oliver is asking the Council to rank order the focus areas using a questionnaire format. Council members are asked to rank the lists of focus areas. Results will be shared at January’s Council meeting. Council members shared the following comments:</p> <ul style="list-style-type: none"> ○ R. Ries emphasized that all Council members need to participate and rank the priority focus areas. This interim work assignment is mandatory for all Council members. ○ R. Ries asked that two additional focus areas be added: Neighbor Islands need to have increased representation in Council actions and stronger advocacy for the emotional well-being of the community. ○ A. Beninato commented that lots of positive change has been enabled by the COVID-19 pandemic such as ways that E. Mersereau shared. For example, A. Beninato mentioned that some individuals and families have been in strained situations before but now, as a result of the COVID-19 pandemic and resources, some of these individuals and families have had a stronger motivation to change their situation. <p>R. Ries noted that the lists of focus area categories and focus area items to rank was provided as a handout and S. Haitzuka will share the link to the online questionnaire to submit ranked responses.</p> <p>S. Haitzuka noted that the online questionnaire includes five questions. Each question lists several focus area items for Council members to rank. To avoid a violation of the Sunshine Law regarding hidden/anonymous voting, Council members are required to provide their first name when they submit their ranked responses. Council members’ name and ranking results will be disclosed in writing as a handout for the January 2021 Council meeting.</p> <p>The due date for submitting responses is Tuesday, December 22, 2020.</p>	<p>Send the link to Council members via e-mail.</p> <p>Submit ranked responses for Retreat priority focus areas.</p>	<p>S. Haitzuka</p> <p>All Council members</p>	<p>12/8/20</p> <p>12/22/20</p>
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<p>VIII. New Business</p>	<p><u>Draft State Council Annual Report to the Legislature</u> R. Ries stated the Council’s annual report to the legislature and Governor is due before the January Council meeting. He asked Council members to share their comments and revisions to the draft report.</p> <p>Council members shared the following comments/revisions:</p> <ul style="list-style-type: none"> • R. Ries asked that an additional goal be added on the last page of the report to address the Council’s increased presence as an advisory Council to the DOH and as an advocate for neighbor island stakeholders and communities. <p>C. Matayoshi made a motion to approve the annual report as amended. E. Lau-James seconded the motion.</p> <p>Council members voted to approve the annual report as amended with the additional goal requested by R. Ries.</p> <p><u>Maui Service Area Board (MSAB) Comprehensive Integrated Service Area Plan (CISAP)</u> T. Reed was unable to attend today’s meeting and will share this topic at the January 2021 Council meeting.</p> <p>R. Ries noted that in the meeting handouts, C. Matayoshi provided a copy of the AMHD policy for State, County and Service Plans and S. Haitsuka provided a copy of the AMHD policy for the Role and Functions in Support of the Council and Service Area Boards.</p> <p>He stated that this additional policy information is very helpful and encouraged Council members to electronically access the Council’s member orientation materials to check out more information.</p> <p><u>Office of the National Coordinator for Health Information Technology (ONC) Cures Act</u> L. Nagao briefly summarized the handout she shared.</p> <ul style="list-style-type: none"> • The Cures Act involves regulation of open notes and behavioral health is included as part of the medical component for 	<p>Ayes (10); Noes (0); Abstentions (0)</p> <p>Motion passed unanimously.</p> <p>Present at the January 2021 Council meeting.</p>	<p>T. Reed</p>	<p>1/12/21</p>
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	<p>implementing the Cures Act.</p> <ul style="list-style-type: none"> • Advocating for consumer rights to information in their medical records is a primary reason for this Cures Act. • She doesn't have enough information and did not research the Cures Act further. She received the information from a medical student who shared it with her. • She asked Kauai Community Mental Health Center (CMHC) staff if they were familiar with this Cures Act and changes to open notes but at this time, there are no changes planned. <p>R. Ries stated that it is good for the Council to be aware of and to monitor progress as time goes by.</p> <p>L. Nagao asked if Council members are aware of changes being made in their respective areas related to the Cures Act to share that information.</p>			
<p>IX. Closing Announcements/ Meeting Evaluation</p>	<p>R. Ries encouraged members to share their feedback about how today's Council meeting went either by sharing them verbally or typing their feedback in the chat.</p> <ul style="list-style-type: none"> • E. Lau-James shared that she feels excited and feels that today's Council meeting is the most productive meeting to date. She looks forward to working more with the Council. <p>L. Nagao shared that the University of Hawaii, Department of Psychiatry will hold their 2nd virtual conference in April 2021. If the Council has any questions regarding topics being covered or what resources to share at the virtual conference, to please let her know via S. Haitsuka.</p> <p>R. Ries thanked all Council members for their participation, for the work done by the PIGs between Council meetings.</p> <p>He asked the PIGs to schedule their December 2020 meetings as soon as possible because it is a shorter month's timeframe before the January 2021 Council meeting due to the Christmas and New Year's holidays.</p> <p>He reminded Council members to complete the mandatory post-Retreat</p>			

	<p>Interim work to rank the priority focus areas. The due date to submit ranked responses is Tuesday, December 22, 2020. The next Council meeting is on Tuesday, January 12, 2021 from 9:00 a.m. to 11:30 a.m.</p> <p>Before adjourning the meeting, R. Ries encouraged Council members to take care of themselves because good self-care is important. He encouraged Council members to remain connected with loved ones.</p>			
VI. Adjournment	The meeting was adjourned at 11:28 a.m.	For information only.		
Electronic Mail Outs	<p>The following handouts were e-mailed to SCMH members and individuals on the SCMH e-mail distribution list:</p> <p>E-mail (1 of 3) with handouts (total of 11 handouts)</p> <ol style="list-style-type: none"> 1. December 2020 Meeting – Agenda 2. November 2020 Meeting – Draft Business Minutes 3. November 2020 Meeting – Draft Retreat Minutes 4. December 2020 Meeting – FY21 Attendance Log 5. December 2020 Meeting – PIG, Legislation 12/2/20 Mtg Notes 6. December 2020 Meeting – PIG, Website/Social Media/Advocacy 11/24/20 Mtg Notes 7. December 2020 Meeting – PIG, Retreat Post-Retreat Facilitator Summary 8. December 2020 Meeting – PIG, Retreat Post-Retreat Follow-Up 11/12/20 E-mail 9. December 2020 Meeting – PIG, Retreat Post-Retreat Follow-Up Draft Council Brochure 10. December 2020 Meeting – PIG, Retreat Post-Retreat Follow-Up Website Scope of Work 11. December 2020 Meeting – PIG, Retreat Post-Retreat Follow-Up Interim Work Prioritizing Focus Area Statements <p>E-mail (2 of 3) with handouts (total of 4 handouts)</p> <ol style="list-style-type: none"> 12. December 2020 Meeting – Legislative Training All Handouts 13. December 2020 Meeting – New Business, Draft Annual Legislative 	For information only.		

	<p>Report</p> <ol style="list-style-type: none"> 14. December 2020 Meeting – New Business, Maui Service Area Board (SAB) Comprehensive Integrated Service Area Plan 2020 15. December 2020 Meeting – New Business, Office of the National Coordinator for Health Information Technology (ONC) Cures Act Final Rule <p>E-mail (3 of 3) with handouts (total of 11 handouts)</p> <ol style="list-style-type: none"> 16. December 2020 Meeting – Handout, AMHD Policy and Procedure, Role and Functions in Support of the State Council and SABs on Mental Health and Substance Abuse 17. December 2020 Meeting – AMHD Policy and Procedure, State, County and Service Plans 18. December 2020 Meeting – Minutes, Kauai SAB 7/30/20 19. December 2020 Meeting – Minutes, Kauai SAB 8/27/20 20. December 2020 Meeting – Minutes, Hawaii SAB 5/26/20 21. December 2020 Meeting – Minutes, Hawaii SAB 7/28/20 22. December 2020 Meeting – Minutes, Hawaii SAB 9/22/20 23. December 2020 Meeting – Minutes, Hawaii SAB 10/27/20 24. December 2020 Meeting – Notes, Mental Health Task Force 9/25/20 25. December 2020 Meeting – Notes, Mental Health Task Force 10/23/20 (Draft) 			
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