

**New Jersey Department of Mental Health and Addiction Services
Citizens Advisory Council Meeting Minutes
Date: April 18, 2013**

| Present Members | Missing Members |
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| Ezra Helfand - Chairperson | Nasar Mahmud |
| Kathleen Dennis - Vice Chairperson | Carole Mosley |
| Donna DeStefano | Charles Stewart |
| Father Bill Naughton | Ellen Taner |
| Ana Guerra (via telephone) | Dennis Lee – on leave |
| Jeff Beck | Candice Singer |
| Debbie Riscica | Kathleen Dobbs |
| Guests and DMHAS Staff | DMHAS Staff |
| Ann Wanamaker | |
| Barbara McAlaster RN - Special Operations/ Addiction Services | Devin Fox, DMHAS Staff Liaison |
| Denise Pangilinan –Minutes Recorder | Dennis Donovan, DMHAS Staff |

| AGENDA ITEMS: | Dialogue | Actions / Strategic Decisions |
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| Welcome and Introductions & Approve Minutes | <p>Introductions of present members as well as guest Barbara McAllister RN - Special Operations/ Addiction Services.</p> <p>The March minutes were approved. Motion by Jeff and seconded by Father Bill</p> | |
| Liaisons' Reports and Actions CAC want to take regarding the committee: | <p>Ann provided a DHMAS update. She spoke about the Strategic Planning Work Group. It would be helpful to get more people in the addiction field to attend the Strategic Planning Workgroups. Jeff stated that there is a need for input from the field.</p> <p>The Division is currently interviewing for the deputy assistant commissioner position.</p> | |
| Old Business: Open Discussion | <p>Dennis Donovan was absent and unable to report on the Recovery Supports.</p> <p>Jeff has offered to join the membership committee. Kathleen and Ezra to forward two applications currently in-house to Jeff for scoring.</p> <p>Ezra read Ellen Taner's report on Mental Health planning committee. In her report, Ellen suggested the CAC to review the Block Grant Application. The division does the block grant; however the CAC hasn't reviewed it or offered input. This review is a</p> | <p>Dennis Donovan will be present on recovery supports, including the 2-1-1 hotline, at the next meeting.</p> |

legislated function of the Mental Health Planning Council. **Ann** recommends that the CAC learn about the Block Grant and review it online.

Discussion took place regarding consumers coming to speak to the CAC. **Ann** reported there are peer support agencies that have consumer advocates. **Ezra** suggests asking treatment facilities or recovery institutions to bring in a patient. **Debbie** suggests dedicating a meeting for different consumers, including people with co-occurring illnesses. **Bill** says we should set about 30 minutes per guest to speak about their experience. **Ezra** believes this will provide relevant information to the CAC which can then be shared with the Division and result in actionable programs.

Ezra brought up the idea of moving the meeting to other facilities for convenience to reach out to more consumers. **Ann** advised that the CAC can hold meetings in other locations but they should be confined to county or state buildings due to liability issues.

Ann handed out copies of three different designs of the recruitment poster for members' review. The poster as edited by **Kathleen** was approved. **Donna** recommended it be printed in Spanish as well-

- Block grant application is downloadable on the DMHAS website at <http://www.state.nj.us/humanservices/divisions/dmhas/>
- **Bill** volunteers to bring Irv, an addict that has relapsed, came back to the program, and now works at the facility. **Bill** will ask him to do a presentation about his experience. **Debbie** can find someone from the central area.
- **Ann** will add the State Seal and will have 300 copies printed for distribution (town hall meetings, libraries, stores).
- ACTION: Devin will facilitate the translation to Spanish. Note that it will take some time as it has to go through a state approval process

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| <p>New Business: Open Discussion/ Announcements</p> <p>1) Linkage Event</p> <p>2) “Overdose Project.”</p> | <p>Need a planning committee. Ann agreed to set-up conference call for early May to begin the planning process. Email to come.</p> <p>Discussion: Purpose of the linkage event is to solicit and collect information from consumers and use the information to help reduce stigma associated with addiction and recovery. Discussions should also focus on Client-Centered Treatment. The event will be scheduled for sometime in October, preferably on a Friday morning from 9:30am to 1:30am. It was suggested that the event be held at the new Recovery Center in Voorhees.</p> <p>The CAC has agreed to commence getting information about appropriate speakers, and to recruit facilitators activities such as icebreakers. CAC members are urged to do their own research to identify who would be likely to be the best presenters. The recommended speakers will write a paper explaining their presentation and background, and then the members will decide if they’d be a good speaker. Some suggested topics should include: defining evidence-based client center treatment, and explaining that evidence-based is relevant to the people that you are servicing.</p> <p>The CAC members identified that the priority attendance for the event should focus on consumers rather than professionals.</p> <p>It was suggested that the event be promoted at outpatient/inpatient programs, residential facilities, and drug court.</p> <p>Donna noted that April 18th was the first meeting for the “Overdose Project.” GCADA and Division are running it to develop policies, outreach, and a plan to prevent overdosing.</p> | <ul style="list-style-type: none"> • Ann will send info about what is helpful in the planning • Members of the CAC who are not in attendance are urged to suggest names of speakers via email. • Ann to schedule conference call. First conference call will focus on the structure of the event. <ul style="list-style-type: none"> • Donna will attend meeting and report back. |
| <p>Presentation to CAC</p> | <p>Barbara McAllister RN - Special Operations/ Addiction Services provided a power point presentation regarding the Reportable Events Unit. Barbara noted that her unit received a total of 687 complaints and reportable events in 2012; about 520 were client complaints including 380 of outpatient clients. The CAC members noted that the Reportable Events Unit has a considerable workload with limited staff.</p> | <p>CAC members will promote the complaints phone #, and discuss recommendations for more staff positions for Barbara.</p> |

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| Adjournment and Next Meeting: | Bill motioned to close meeting. And was seconded by Jeff. The next meeting is Thursday, May 16, 2013 | |
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These minutes were respectively provided by **Denise** Pangilinan and **Ellen** Taner.