



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 9/9/2014  
Agenda Placement: 10A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Leanne Link for Nancy Watt - County Executive Officer  
County Executive Office  
**REPORT BY:** Nadine Willoughby, Administrative Support Technician - 253-4595  
**SUBJECT:** Appointment to the Napa County Mental Health Board

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### **RECOMMENDATION**

County Executive Officer requests one (1) appointment to serve on the Mental Health Board with the term of office to commence immediately and expire January 1, 2017.

#### Name (Choose One)

Patricia Lynn Ashworth  
Caroline Livermore  
Katherine MacMahon  
Darlene A. Olejniczak\*

\*Recommended for appointment by Mental Health Board

### **EXECUTIVE SUMMARY**

There is currently one (1) vacancy on the Mental Health Board (MHB) representing the category of Family Member of Consumer due to the resignation of Russell Burr. The County Executive Office advertised for the vacancy and received four (4) new applications. The Mental Health Board met in regular session on July 14, 2014 and recommended Darlene Olejniczak for appointment to represent the category of Family Member of Consumer.

### **PROCEDURAL REQUIREMENTS**

1. Staff reports
2. Public comments
3. Motion, second, discussion and vote on the item

**FISCAL IMPACT**

Is there a Fiscal Impact?                      No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The authority of the Napa County Mental Health Board is established pursuant to the Bronzan-McCorquodale Act of the California Welfare and Institutions Code (commencing at section 5600 et seq). The purpose of the Mental Health Board is as follows:

- | To review and evaluate the County's mental health needs, services, facilities and special problems;
- | Review any County agreements entered into pursuant to Section 5650;
- | Advise the Napa County Board of Supervisors and the Napa County Mental Health Director as to any aspect of the County's mental health program;
- | Review and approve the procedures used to ensure citizen and professional involvement at all stages of the planning process;
- | Submit an annual report to the Napa County Board of Supervisors on the needs and performance of the mental health system of the County of Napa;
- | Review and make recommendations on applicants for appointment of the Napa County Mental Health Director. The Mental Health Board shall be included in the selection process prior to the vote of the Napa County Board of Supervisors;
- | Review and comment on the County of Napa's performance outcome data and communicate its findings to the California Mental Health Planning Council;
- | Assess the impact of the realignment of services from the state to Napa County on services delivered to clients and on the local community; and
- | Perform such additional duties as may be assigned to the Mental Health Board by the Napa County Board of Supervisors.

On December 7, 2010, Resolution 2010-150 approved a change to the bylaws of the Mental Health Board which included a change to the recruitment and selection of its members. The bylaws now read that five (5) members are selected and appointed directly by the Board of Supervisors and the remaining ten (10) members will first be interviewed and nominated by the Mental Health Board. This change was made to set the stage for increased recruitment of potential members and assist in streamlining and facilitating timely appointments to address chronic vacancies.

On September 25, 2012, Resolution 2012-139 approved changes to the bylaws (attached) of the Mental Health Board in order to further define the duties of the Chair and the Executive Committee; consolidate various subcommittees that support the efforts of the Mental Health Board; add language to clarify meeting attendance standards; clarify the process for handling vacancies on the Board; and to establish policies and procedures for matters not covered by the previous Mental Health Board bylaws.

There is currently one (1) vacancy on the Mental Health Board (MHB) representing the category of Family Member of

Consumer due to the resignation of Russell Burr who served on the MHB since 2008. The County Executive Office advertised for the vacancy and received four (4) applications from Patricia Lynn Ashworth, Caroline Livermore, Katherine MacMahon and Darlene Olejniczak. The Mental Health Board members interviewed the applicants to best match each applicant's experience and skills with the vacancy on the board and for the best match with the current membership. The Mental Health Board met in regular session on July 14, 2014 and recommended Darlene Olejniczak for appointment to represent the category of Family Member of Consumer.

By taking this action today, the Mental Health Board will have a full and complete board.

**SUPPORTING DOCUMENTS**

- A . Patricia Lynn Ashworth Application
- B . Caroline Livermore Application
- C . Katherine MacMahon Application
- D . Darlene Olejniczak Application
- E . Mental Health Board Recommendation Letter
- F . Bylaws

CEO Recommendation: Approve

Reviewed By: Liz Habkirk