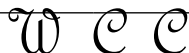


# MENDOCINO WORKS



## WILLITS CENTER COUNCIL MINUTES

Date: October 7, 2008

### PRESENT

**HHSA, Social Services Branch:** Pat Atkinson, Jennifer Miller, Laura Stebbins. **Department of Rehabilitation:** Ernie Waugh. **MPIC:** Debbi Purcell. **HHSA, Public Health - AODP:** Helen Falandes. **HHSA, Public Health Branch – Nursing:** Jeannine Shaw. **Mayacama:** Suzanne Warner.

### DISTRIBUTION

**HHSA SSB:** Pat Atkinson, Sandi Brown, Susan Era, Alice Langton-Sloan, Janet Lombard, Judy Morgan, Jennifer Miller, Marla Quintana, Debra Reed, Jennifer Sookne, Laura Stebbins, Sue Trotter, Cathy Vaughn, Susana Wilson. **MPIC:** Pam Harpster, Debbi Purcell, Claudette Rhodes, John Ulvila. **DOR:** Nina Presmont, Ernie Waugh. **JP:** David Barrett. **HHSA, PHB, WIC:** Jeannine Sandler. **HHSA, PHB, Nursing:** Jeannine Shaw. **HHSA, PHB AODP:** Helen Falandes. **HHSA, MHB:** Cheryl Cramer. **Mayacama:** Connie Diamond, Suzanne Warner. **EDD:** Amelia Bartolomeu, Kay Nord. **WAG:** Cyndee Logan.

#### Facilitator:

#### Notefaker:

Jennifer Miller

Laura Stebbins

### WISC BUILDING AND ACRONYM LEGEND

**221 Building:** Health and Human Services Agency, Social Services Branch, (HHSA-SSB), Adult and Aging Services Division, Family and Children's Services Division, Employment and Family Assistance Services Division, Mendocino Private Industry Council (MPIC), Department of Rehabilitation (DOR), Juvenile Probation (JP), Employment Development Department (EDD)

**221B Building:** Health and Human Services Agency, Public Health Branch (HHSA-PHB) and Mental Health Branch (HHSA-MHB)

**221C Building:** Health and Human Services Agency, Social Services Branch (HHSA-SSB), Family & Children's Services Division, Family Resource Center, (HHSA-FCS-FRC)

**221D Building:** Willits Action Group (WAG), Mendocino County Youth Project (MCYP)

### CORRECTION TO MINUTES

- None

### APPROVAL OF MINUTES

- Minutes for August 26, 2008 were approved with no corrections.

### AGENDA ITEMS

#### ADD – AMEND - APPROVE

- Communication between the Willits Center Council and the Mendocino Works Partnership Council was added to the agenda. It was also noted that this will be a standing item on all future agendas as agreed at the August 26<sup>th</sup> meeting. Agenda was approved with the added agenda item.

### SAFETY ISSUES

- Jennifer stated that with the fall season upon us she will be following up with Building and Grounds to make sure that leaves, acorns, fallen branches, etc... are swept daily.
- Helen said that she has noticed a lot of cigarette butts on the ground in the smoking area. She would like to advocate that staff who use the smoking area pick up the cigarette butts, even if they are not theirs.
- Jennifer asked that work orders be submitted now to replace any soiled ceiling tiles so any new leaks can be easily identified. Helen suggested an alternative to replacing the soiled tiles could be to draw a line around the existing stains to see if they get any larger.
- Jennifer said that she will put in a work order to clean off the roof. This will need to be done ongoing until all the leaves have fallen.
- Helen said that Amanda Ashby, safety coordinator for Building B, is doing an excellent job checking for safety issues. Jennifer mentioned that Amanda attended the first HHS safety meeting. This meeting includes safety coordinators from all branches and they are trying to standardize safety practices and procedures.

### **WISC FACILITY MAINTENANCE**

- Jeannine said that the underside of the eaves still look like they need a good coat of paint to protect them from the winter weather. Jennifer will follow up.
- Jeannine mentioned that the pile of leaves, acorns, etc... from last years fall cleanup now has little oak trees growing out of it. At this point it is not a big deal, but if they are allowed to grow it could become a problem.
- The ants are still a problem. Jennifer has a huge supply of the ant bait so let her know if you need any.
- Jennifer said that General Services has discontinued the contract for WISC landscape maintenance effective October 1<sup>st</sup>. She will be meeting with Oscar later this week to discuss the WISC ongoing landscaping and grounds maintenance needs to be performed by General Services.
- Jennifer asked that if anyone has any grounds issues or needs to please let her know. She is keeping a clipboard with a list of items that need attention.

### **INTERAGENCY REPORTS**

- **PHB – Nursing – Jeannine Shaw** – Administering flu shots has begun as predicted last month. At the hometown healthy event last weekend they used all of the vaccine allocated for the event. Flu shots will be available as follows:
  - 10/11/08 (Saturday) from 8:00 to 12:00 at Public Health in Ukiah. This will be a drive through event. In order to receive a flu shot at this event you must be 50 years old or have a chronic illness.
  - 11/1/08 (Saturday) from 8:00 to 12:00 at the Ukiah Fairgrounds. For this event anyone over 6 months of age may receive a flu shot.
  - 10/27/08 (Monday) at the Senior Center. In order to receive a flu shot at this event you must be 50 years old or have a chronic illness.

The suggested donation for a flu shot is \$10, however if someone can't afford it they won't be turned away.

Jeannine said that this year they did not get the influx of people for the immunization clinic that they typically experience in the Fall with kids returning to school. The school nurse says that she has never seen so many waivers for immunizations.

- **PHB – AODP – Helen Falandes** – AODP is down one full time counselor who is on medical leave for six weeks. This will not cause a delay in services as staff are picking up her work.

Notification has just been received that AODP will be one of the recipients of a grant called “At Home”. Ukiah and Willits are the designated sites for the services provided under this grant. The grant is a collaboration between HHSA SSB and AODP, the Willits Food Bank, and Little Lake Health Clinic. The target population is homeless individuals who are drug and alcohol affected.

- **SSB Children’s Services – Pat Atkinson** –Managers from Children’s Services System of Care (CSOC) have been meeting with managers from Public Health, Mental Health and AODP to try and integrate our services more. There will be two days scheduled for all staff events; one day in at the Yokayo Center in Ukiah (Big Sur Conference Room), and one day at Public Health in Ukiah. Pat thinks the dates are October 28<sup>th</sup> and 29<sup>th</sup>. All agency staff within the Children and Families System of Care will be required to attend one of the two sessions. In an attempt to provide some cross training for agency staff there will be a presentation about the services provided through the Children and Families System of Care. A save the date flyer should be coming out soon.

- **Mayacama – Suzanne Warner** – Suzanne said that they need referrals.

- **Department of Rehabilitation – Ernie Waugh** – The Mental Health Co-op is a cooperative program between Mental Health and DOR that has been functioning for approximately 10 years. This program is being expanded to serve not only the traditional access 1 severe mental health clients, but will also serve access 2 and others who have not been able to receive mental health services (i.e.: those with personality disorders). Hopefully the expanded program will be functioning by November 1<sup>st</sup>.

Pinoleville Tribal Vocational Rehab. provides services for Indians in Lake and Mendocino Counties. The Department of Rehab. is now providing support services for these clients (transportation, etc...) allowing the Pinoleville program to function at a higher level. This is a very good match and is how the program was intended to run from the start. Ernie may get to go to a Conference in Phoenix in November where this program will be discussed.

Helen wanted to add to her report that starting next week if you or your spouse are registered with any tribe you can receive free services at AODP.

- **SSB Employment & Family Assistance Services/CalWORKs Job Services – Jennifer Miller for Sue Trotter** – An eligibility worker will be on site at the WISC one day per week (Mondays) to take new Medi-Cal and CMSP applications. This is a 90-day pilot program that began on September 15<sup>th</sup>. Staff will be documenting how the clients are being referred (Little Lake Health Clinic, Baechtel Creek Health Clinic, Public Health, etc...) Mail-in packets for Medi-Cal and CMSP

**COMMUNICATION FROM WISC WCC TO MW PARTNERSHIP COUNCIL**

- Nothing to report this month.

**COMMITTEES**

- **WISC Events Committee** – Jennifer reported that a silent auction was held at the WISC. It raised \$268 which will be used for next summers Family Center foster children activities. A yard sale is also planned for this Saturday, October 11<sup>th</sup> on the lawn area west of the Family Center. Proceeds from this sale will also be used for the summer activities.

A bread/soup/chili cook-off will be held in November and a Holiday craft sale will be in December. The dates for these two events have not yet been set.

Don't forget request for agenda items may be requested through Jennifer Miller via email at [millerj@mcdss.org](mailto:millerj@mcdss.org) or 456-3705!