

**WORKFORCE EDUCATION AND TRAINING (WET) CONSUMER AND FAMILY MEMBER EMPLOYMENT  
ADVISORY COMMITTEE MEETING MINUTES**

August 21, 2014  
400 R Street, Suite 471  
Sacramento, CA 95811  
1:00 PM to 3:00 PM

Staff in Attendance		
Lupe Alonzo-Diaz, Deputy Director Linda Onstad-Adkins, Section Chief John Madriz, Manager Inna Tysoe, Staff Brent Houser, Staff		
Committee Members In Attendance or by Phone		
Cheryl Milgrom Christa Thompson Cindy Clafin Darlene Prettyman Deborah Van Dunk Haydee Cuza	Jane Adcock Jose Oseguera Karen Lettau Kristen Dempsey Lisa St. George Robbin O'Neil	Mavis Braxton Stacie Hiramoto Tanya McCullom Ruth Hollman

Agenda Item Number	Topic	Discussion
1	Welcome and Introductions	<p>Ms. Lupe Alonzo-Diaz welcomed the Advisory Committee and public members to the WET Consumer and Family Member Employment Advisory Committee Meeting. The Advisory Committee previously reached consensus on three categories related to consumer and family member employment which include: 1) support and development; 2) building blocks; and 3) training, education and placement. The purpose of this meeting was to discuss the building blocks category. Ms. Alonzo-Diaz reiterated that the purpose of this committee is to advise the Office of Statewide Health Planning and Development (OSHDP) on strategies and consideration around funding opportunities for consumer and family member employment.</p> <p>Mr. Houser proceeded to provide instructions/ground rules for the committee and public members participating in the room and on the phone. Ms. Alonzo-Diaz provided an opportunity for member introductions.</p>

**WORKFORCE EDUCATION AND TRAINING (WET) CONSUMER AND FAMILY MEMBER EMPLOYMENT  
ADVISORY COMMITTEE MEETING MINUTES**

August 21, 2014  
400 R Street, Suite 471  
Sacramento, CA 95811  
1:00 PM to 3:00 PM

2	Update on WET Consumer and Family Member Employment Support and Development Activities	Ms. Onstad-Adkins updated the Advisory Committee on the various consumer and family member Request for Applications (RFA) that may be released in fiscal year 2014-15. The first RFA to be released is Local/Regional Technical Assistance to Public Mental Health System Employers for \$2 million. This will fund organizations to engage in activities to enhance Public Mental Health System (PMHS) employer’s ability to employ, support, and train consumers and family members in their workforce. The second RFA provides Local/Regional Technical Assistance for the Consumer and Family Member Workforce which will fund organizations to work with PMHS employers to engage the consumer and family member workforce in activities that may include but not be limited to self-help support groups, mentoring, training on issues that may increase retention, and provide financial assistance. A third potential RFA is the Statewide Consumer and Family Member Workforce Support Network which will fund an organization that will be responsible for engaging in statewide activities that aim to increase consumer and family member employment such as: developing co-learning collaboratives, professional development opportunities, financial support for consumer and family member workforce, and working with Local/Regional support networks. The last program is the Peer Personnel Preparation funded via an annual appropriation per Senate Bill (SB) 82, which OSHPD will release in June 2015.
3	Update by California Mental Health Planning Council on Peer Certification Efforts	Ms. Adcock reported on the activities of the California Mental Health Planning Council (CMHPC). CMHPC had a meeting on July 1, 2014 to continue discussing how to accomplish peer certification in California. This meeting identified four major areas in order for peer certification to occur including 1) establishing peer certification in state law, 2) identifying an oversight body that would oversee accreditation, 3) an outreach component to employers, human resources, and individuals who want to be certified, and 4) identify a single or multiple funding sources. A second meeting occurred to prioritize these areas and it was decided that funding was needed for the development of peer certification. CMHPC members at the July 1, 2014 meeting agreed that the peer certification program would not be a self-funded program. Fees could play a role, but could not sustain the program on its own. CMHPC has not identified how much funding would be needed for the program, but an estimate is around \$2 million for planning purposes. CMHPC recommended that committees should be developed to focus specifically on each of the four areas described above. The funding would be used for a contractor to oversee the work for these committees. CMHPC distinguishes certification versus licensure as it relates to peer specialists. Licensure entails liability and certification is an acknowledgment of minimum qualifications.

**WORKFORCE EDUCATION AND TRAINING (WET) CONSUMER AND FAMILY MEMBER EMPLOYMENT  
ADVISORY COMMITTEE MEETING MINUTES**

August 21, 2014  
400 R Street, Suite 471  
Sacramento, CA 95811  
1:00 PM to 3:00 PM

4	Discussion on Potential WET Consumer and Family Member Employment Comprehensive Needs Assessment	<p>Ms. Alonzo-Diaz thanked Ms. Adcock for her presentation and acknowledged to the group that OSHPD-WET funds cannot be used for legislative advocacy for peer certification. The Administration has not taken a public position on peer certification at this time. OSHPD cannot fund a certifying body at this time because it does not have legislative authority/mandate to do so. OSHPD is able to look at peer employment data to serve as building blocks such as identifying and analyzing core competencies, curricula for training and minimum qualifications. OSHPD hopes to have a comprehensive needs assessment to serve as building blocks to increase and support consumer and family member employment.</p> <p>Mr. Houser began the discussion by explaining the need for a comprehensive needs assessment. Throughout the WET Five-Year Plan 2014-2019 development process and in the implementation process, there have been many questions brought forward related to consumer and family employment. OSHPD has received requests for information on the number of consumer and family members that are employed, what they do, how are they trained and supervised, what are the career tracks and ladders, among many others. After doing some analysis, OSHPD staff identified some limited information that has started to address some of these questions, but there is no one comprehensive data driven assessment that identifies consumer, family member, and parent caregiver positions, education/training and needs in the public mental health system across counties.</p> <p>The committee was informed that a comprehensive assessment will not only help them in determining activities moving forward, but it may also help county, CBO, and stakeholder partners as they also engage in different efforts as it relates to employment of consumer, family members, and parent/caregiver workforce. The committee was also informed that OSHPD staff had identified several elements that they feel are important for the needs assessment and would like to solicit their feedback on these elements, including how to best capture this information, and what types of analysis should be conducted with this information. Mr. Houser referenced a handout titled Comprehensive Consumer, Family Member, and Parent/Caregiver (CFP/C) Workforce Assessment which can be found via the following link: <a href="http://oshpd.ca.gov/hwdd/2014/WET/WET-Consumer-Family-Member-Employment-Advisory-Committee-Aug21-Meeting-Materials.pdf">http://oshpd.ca.gov/hwdd/2014/WET/WET-Consumer-Family-Member-Employment-Advisory-Committee-Aug21-Meeting-Materials.pdf</a>. Mr. Houser provided the group with a few minutes to look over the document so that OSHPD could solicit the Advisory Committee's feedback.</p>
---	--	--

**WORKFORCE EDUCATION AND TRAINING (WET) CONSUMER AND FAMILY MEMBER EMPLOYMENT  
ADVISORY COMMITTEE MEETING MINUTES**

August 21, 2014  
400 R Street, Suite 471  
Sacramento, CA 95811  
1:00 PM to 3:00 PM

	<p>A committee member asked a clarifying question on what is included when referencing a CFP/C. Is it someone who identifies as someone with lived experience, someone who may use their lived experience in their position and/or a positioned designated as a peer support specialist position?</p> <p>The advisory committee discussed this question and reached a consensus that the focus is when CFP/C's are using their lived experienced specifically in their roles or positions in the Public Mental Health System.</p> <p>Mr. Houser opened the discussion by asking the committee if there are any other types of information that OSHPD should attempt to capture via this assessment other than the ones listed on the assessment document?</p> <p>A committee member expressed their concern as to how the counties would gather information about peers because it is difficult for counties to ask if staff identifies as a CFP/C and therefore to measure that from county to county would be extremely challenging due to union contracts, labor laws, etc. The committee member also commented on the difficulty in comparing counties against one another because they do not all measure data and information the same especially in respect to peers. The committee member emphasized that using the funding for comparing existing data and taking a more clearinghouse approach could be more useful.</p> <p>A committee member stated that if the needs assessment is going to be done, then it is important to gather the number of peer support employees, their full time or part time status and if they speak a language in addition to English that is a Medi Cal threshold language. The committee member also stated that the core curriculum seems to be the priority data that should be collected from this comprehensive needs assessment.</p> <p>OSHPD staff asked the Advisory Committee to prioritize the components that would be collected as a result of a comprehensive needs assessment on CFP/C's employment.</p> <p>A committee member explained the importance of knowing what employers expect peers to do before they can figure out the minimum qualifications and how to train them.</p>
--	---

**WORKFORCE EDUCATION AND TRAINING (WET) CONSUMER AND FAMILY MEMBER EMPLOYMENT  
ADVISORY COMMITTEE MEETING MINUTES**

August 21, 2014  
400 R Street, Suite 471  
Sacramento, CA 95811  
1:00 PM to 3:00 PM

		<p>A majority of the committee members acknowledged that the most important components to identify and analyze are minimum qualifications for:</p> <ul style="list-style-type: none"> <li>• CFP/C workforce across counties in California and the nation.</li> <li>• CFP/C workforce educators/trainers across counties in California and nation.</li> <li>• Individuals supervising CFP/C workforce across counties in California and the nation</li> </ul> <p>Also, the comprehensive needs assessment should Identify and analyze the core competencies used for</p> <ul style="list-style-type: none"> <li>• CFP/C workforce across counties in California and the nation</li> <li>• Curricula for training CFP/C workforce across counties in California and nation</li> <li>• Competency exams, if any, used for CFP/C positions across counties in California and the nation.</li> </ul>
5	Public Comment	<p>A member of the public commented that the all data outlined in the CFP/C document is important and will be able to provide a baseline of information for the CFP/C workforce.</p> <p>A member of the public stated that the comprehensive needs assessment is a competency based job task analysis, which requires great expertise.</p>
6	Adjournment	<p>Ms. Alonzo-Diaz thanked the committee members for their engagement and participation during the meeting.</p>