

MADERA COUNTY
BEHAVIORAL HEALTH SERVICES
Primary Prevention Program RFP Meeting
BHSA Conference Room
August 5, 2013 / 3:00-4:30 P.M. MINUTES



Name	Title/Department	Present	Absent
Todd Blancett	Turning Point	X	
Doug Schorling	Turning Point	X	
Diane Hargood	Yosemite Unified	X	
Rohina Fazil	Mental Health Systems	X	
Sharon Malang	Madera County Office of Education	X	
Greg Thomas	Cornerstone Family Counseling	X	
Dennis Reid	Turning Point	X	
Debbie DiNoto	Behavioral Health Services	X	
Debby Estes	Behavioral Health Services	X	
David Snelling	Behavioral Health Services	X	
Sylvia Romero	Behavioral Health Services	X	
Larry Penner	Behavioral Health Services	X	

<u>Topic</u>		<u>Scheduled Action</u>	<u>Person(s) Responsible</u>
1. Call to order/ Introductions	<p>Debby Estes called the meeting to order at 3:12 p.m. and introductions were made.</p> <p>Debby said this is the second time BHS has had funds to use for a Request For Proposal and the first time utilizing alcohol and drug monies. There is a total of \$580,000 for prevention programs for school-aged youth in grades Kindergarten through twelve. The four county regions and their school districts targeted for the funds include Madera, Chowchilla, Oakhurst and the Madera Ranchos. Debby said this money has been collected by BHS over the last few years and there is no guarantee additional funds will be available in the future to fund whatever project or projects are accepted during the bid process.</p>		

<p>2. Questions and Answers.</p>	<p>Q: Greg asked if the RFP is barring people who need treatment for substance abuse from participating in the program. Debby said under the definition of prevention, anyone can be served and attend prevention activities but the successful bidder cannot provide treatment.</p> <p>Q. Doug asked if the bidder intends to operate in a school district, what the letter from the superintendent needs to say. Debby said all schools screen those who come onto their campus and the school districts need to provide a letter of support to whatever program is being offered. Debby also responded to Doug regarding the number of copies of the application. Six copies are required but do not need to be put in binders.</p> <p>Q. Sharon asked about data availability. Debby said applicants will need to provide their own research in regards to the area's substance abuse prevention needs. Statistics can include crime rates, drug arrests and community activities. Debbie DiNoto suggested the County Report Card through the Department of Public Health.</p> <p>Q. Greg asked about qualifications on data collection. Debby answered BHS is looking for applicants who have experience and who can prove their credibility, especially with working with government organizations who ask for specific data requirements. Such requirements may prove to be overwhelming for new and smaller organizations.</p> <p>Q. Sharon asked about the sustainability of the program if and when funding is discontinued. Debby said BHS will monitor funds closely and if there are monies to continue successful projects then there would be a potential of continuation with those identified funds. Debby said she hoped that some of the programs would become self-sustaining. As an example, she cited a past program which trained bartenders and servers to recognize when someone has had too much to drink. Material was provided to have restaurant and bar owners train new servers and bartenders after the initial program funding ended which resulted in a sustainable program.</p> <p>Q. Greg asked if there was any prohibition on where to use the money and could it include equipment and software. Debby said there are some limits and the funding is earmarked for programs and not for buildings and equipment. Applicants need to be established with existing office space and equipment. Funding can be used for software and it needs to be submitted in the applicant's budget in the application.</p> <p>Q. Rohina asked if there was a preference for local organizations and Debby said priority will be given to Madera County based bidders.</p> <p>Q: Greg asked if BHS was open to calls regarding questions on applying. Debby said the management team is pressed for time and questions should be in the form of e-mails and not telephone calls. She also stressed the need for evidence-based programs and those proposed will be to make sure those requirements are met. Debby said applicants need to follow the RFP outline and address all of the criteria in the application.</p>		<p>3</p>
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	<p>Debbie added some programs which may work in larger cities will not work in rural areas. Applications need to be made easy for the RFP committee to read and evaluate. If the applicants plan to partner with other agencies, that must be noted at the start of the application. Applications are due on September 27, and the selection will be made within the first two weeks in October. The programs are estimated to begin at the start of 2014.</p> <p>Q: Sharon asked if there could be a situation where there are two bidders/programs selected for the same region. Debby said there is not enough money to split a region and that most likely there will only be one provider per region.</p> <p>Q. Greg said he felt like there was a lean toward adolescents. Debby said applicants can put more emphasis on a particular age group but the preference is all ages need to be addressed. For example, an emphasis can be made on junior high aged youth but effort and thought should be given to make some type of prevention activity available for all age groups i.e. a community activity targeting all age groups or even a one-time presentation to a school or local PTA could be done.</p> <p>Q. Sharon asked if a bidder applies for more than one region, is that ok? Debby said that would be fine but separate proposals need to be written for each region because they all have their own unique characteristics to be addressed. Data needs to be sent monthly or quarterly depending on the program.</p> <p>Q: Greg asked if the successful bidder can refer to themselves for treatment. Debby said this would be a conflict of interest and any referrals for treatment must be made to BHS. If BHS cannot provide the necessary treatment, BHS can refer back to the referring agency but that will be BHS's decision.</p> <p>Debbie ended the meeting by reminding attendees the minutes will be posted on the Madera County website along with other questions and comments. The RFP screening committee, which will include both members of BHS as well as a member from the Behavioral Health Advisory Board and a present or former client, will be reviewing the applications and a decision will be made in October.</p> <p>The meeting adjourned at 4:06 p.m.</p>		
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