

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF BEHAVIORAL HEALTH**



**Coordinating Council on School Mental Health Meeting  
DC Health and Wellness Training Room  
77 P Street NE  
July 16, 2018  
11:00AM – 1:00PM**

**Facilitator:**

**Coordinating Council Members**

<b>Name</b>	<b>Affiliation/Designation</b>	<b>Attendance</b>	<b>Designee</b>	<b>Attendance</b>
Ms. Maureen Akunwafor	DC Public School Teacher	Not Present		
Ms. Erica Barnes	Department of Behavioral Health	Present		
Dr. Lee Beers	Children's National Health System	Present		
Dr. Deitra Bryant-Mallory	District of Columbia Public Schools	Present		
Ms. Alyssa Conti	District of Columbia Public Charter School Teacher	Not Present		
Dr. Kafui Doe	Department of Health	Present		
Ms. Denise Dunbar	Department of Behavioral Health	Not Present		
Councilmember Vincent Gray	DC Council-Committee on Health	Not Present		
Ms. Sharra Greer	Children's Law Center	Not Present	Mr. Michael Villafranca	Present
Councilmember David Grosso	DC Council-Committee on Education	Not Present	Ms. Katrina Forrest	Present
Ms. Chalon Jones	Office of the Deputy Mayor of Education	Present		
Mr. Michael Lamb	Non-Core Services Agency Provider	Not Present		
Mr. Mark LeVota	DC Behavioral Health Association	Present		

Dr. Taiwan Lovelace	Department of Behavioral Health	Present		
Mr. Nathan Luecking	Department of Behavioral Health	Present		
Mr. Michael Musante	Friends of Choice in Urban Schools (FOCUS)	Present		
Mr. Javon Oliver	Department of Health Care Finance	Present		
Dr. Chioma Oruh	DC Public School Parent	Present		
Ms. Michelle Palmer	Non-Core Services Agency	Not Present		
Ms. Barbara J. Parks	Department of Behavioral Health	Present		
Ms. Marisa Parrella	Core Services Agency	Present		
Mr. Scott Pearson	DC Public Charter School Board		Ms. Audrey Williams	Present
Ms. Juanita Price	Core Services Agency	Present		
Dr. Olga Acosta Price	Milken Institute School of Public Health, GWU	Not Present		
Ms. Shanica Raiford	Youth Representative	Not Present		
Mr. Justin Ralston	DC Public School Principal	Present		
Dr. Tanya A. Royster	Department of Behavioral Health	Present		
Dr. Heidi Schumacher	Office of the State Superintendent of Education	Present		
Dr. Charneta Scott	Department of Behavioral Health	Present		
Ms. Colleen Sonosky	Department of Health Care Finance		Ms. Serina Kavanaugh	Present
Ms. Sakina Thompson	Office of the Deputy Mayor for Health and Human Services	Present		
Mr. Michael Villafranca	Children's Law Center	Present		
Mr. Raymond Weeden	DC Public Charter School Principal Representative	Not Present		
Ms. Molly Whalen	DC Public Charter School Parent	Present		

**Additional District Government or DCPCSB Staff Present**

<b>Name</b>	<b>Role</b>	<b>Office or Agency</b>
Ms. Cemone Bynum	Staff	Department of Behavioral Health

**Public Attendees**

<b>Name</b>	<b>Agency/Position</b>	<b>Phone</b>	<b>E-Mail</b>
Ms. Kerriann Peart	OSSE		Kerriann.peart@dc.gov
Ms. Jen Makrides	Resident Pediatrician		makrides@ohsu.edu
Ms. Michele Swinson	ApriMay Co.		smswinson@amayinc.com
Ms. Laura Reynolds	Amerihealth		lreynolds@amerihealthcaritasdc.com
Ms. Laura Bollinger	AJE		educate@aje-dc.org

**AGENDA**

**Welcome & Introductions:**

Ms. Sakina Thompson opened meeting with a welcoming of voices and invitation for introductions.

**Review of Agenda:**

Ms. Sakina Thompson reviewed the agenda. The Coordinating Council is on track with the rhythm of what was established for the committees to conduct work and provide report out and updates to the Council for discussion and decisions. With the exception of the week of July 4<sup>th</sup> due to the holiday, the Coordinating Council has met every 2 weeks. Committees took the opportunity to meet during the brief hiatus and some have met several times.

**Updates:**

- A. RFA for Provider Grant Funding  
Dr. Scott reported that on July 6<sup>th</sup> the Notice of Funding Availability (NOFA) was released and on July 13<sup>th</sup> the Request for Application (RFA) was released. There will be a Pre-Application Conference in room 242, and a conference call number will be made available, on Tuesday, July 17<sup>th</sup> from 2:30 to 3:30 to answer questions. A Frequently Asked Questions (FAQ) document with responses will be created and updated as we receive questions. The FAQ documents and updates will be posted on the DBH website.
  
- B. RFP for Community of Practice/TA and RFP for Evaluation  
Dr. Royster reported that both RFPs are in the early phases of the procurement process. The procurement staff has a 5 phase process and we are half way through phase 2. We are moving at a good pace with that. We are working with the procurement department as they are aware of the high priority nature of the procurement and how it affects multiple agencies. Once the Office of Contracts and Procurement are close to publishing notices, they will give us estimated dates to provide.
  
- C. Resource Mapping  
Dr. Olga Acosta Price’s GW staff will help with the outreach to schools that fall in the top 25% of highest need which is about 52 schools. The GW staff will engage in conversations to help us to have a revised version of our initial resource mapping. The update on the process is that it has been a challenge to engage in conversations because of the current time of year. The staff member has reached out to every school with most being contacted twice. Kramer Middle School, Houston Elementary School, CW Harris

Elementary School, Democracy Prep in Congress Heights, and Kecham Elementary School are the five schools that interviews have been completed. There are six more schools that are pending.

Discussion was opened regarding how we can be more productive in the resource mapping process.

Generated ideas:

- Would emails be better? And what are the pros and cons.
- Use multiple outreach methods (calls, emails, etc.)
- Use school social worker knowledge
- Community in Schools organizations for any top 25% highest need schools that fall in that category
- DBH clinicians who are in the top 25% of highest need schools conduct resource mapping with principals and coordinate with the GW staff
- Obtain from DCPS when principals will return from vacation to inform the scheduling of interviews
- Dr. Bryant-Mallory reported that DCPS Instructional Superintendents were briefed at length about the plan and a brief blurb describing what to expect in the next couple of weeks in terms of resource mapping would be a good thing to provide.
- For DC Public Charters, we can ask the GW staff to share where they have had the most difficulty and then we can collaboratively problem-solve
- Tap into the resource mapping that has already been done at the schools
- With the Charter schools, have GW share where they are having the most difficulties
- Are we limited to just GW making the calls? Can FOCUS fellows help GW with the process?
- Recommendation to contact the CEOs directly in the DC Public Charter Schools...information is trickled down to the principals
- FOCUS has an advocacy newsletter that goes out every week and will post Dr. Price's contact information
- Utilize OSSE's LEA Look Forward, table at School Summit, and GW contact # to outreach around to inform about expecting calls
- Connecting with principals at the Summer leadership academy - Suggestion from Dr. Bryant-Mallory to have Dr. Price's staff participate through a table at the Summer Leadership Academy and seek to schedule interviews (next week) - Dr. Scott, Dr. Price and Dr. Bryant-Mallory will connect on that effort)

Any additional ideas may be emailed to Dr. Scott.

Mr. Musante leveraged the question - What happens if a school closes (as in the case of WMST)?

Ms. Thompson noted that there have been a couple of conversations around, the question of whether or when we go below the 25% in terms of thinking about first year school level implementation. There will be times when the status of a school changes in terms of whether they are open or not and right now because 53 is already an ambitious number, the recommendation that Sakina is moving on is that we don't go to the next school on the list. It can start to be very confusing about start times, who's in or who's out. If we end up at the point where we have more providers than schools to match with or if we have just more resources or whatever the scenario is, we discussed two places for consideration:

1. In review of how we handled the data, we decided to select our top 25% by looking at all schools together and taking the top 25%. We also looked at categorizing schools by their type of schools i.e.,

elementary level, middle, educational campuses, high schools, etc. and then looking at the top 25% within each category and thinking about what is different about that breakout than if we did all schools together. When we looked at it there were about thirteen schools that would be in the top 25% if we did it by category and a lot of them would have been more elementary schools because there are more of them. We discussed that if we ever got to that point that we needed additional schools to match we would consider looking at those additional thirteen schools because by our methodology those looked like some of the highest needs schools as well.

2. Ms. Parrella brought up that we had not really thought through until the end of our process the ability for our data to capture the English Language Learner population.

Our metrics included eligibility for Federal programs and some other metrics that don't necessarily reach that population in terms of their need in the same way. Given that we could not redo nor rethink that work, the recommendation was that we do not change our focus in the 1<sup>st</sup> year at this point. And, down the road, we will look at additional schools if we have more resources than schools and bring back the topic to the group for discussion.

It was reiterated that the purpose of the resource mapping is to inform the process around matching providers; how each school is deploying the three tiers of services; asking schools about what their needs are; and trying to begin the process of helping schools to develop and increase their ability to provide robust services.

#### Committee Reports:

Ms. Thompson provided frame for the committee reports and reports were provided by a Co-Chair of the committee.

##### **A. Family & Youth (Co-Chairs Dr. Chioma Oruh and Ms. Shanica Raiford) – Report provided by Dr. Oruh**

- Committee highlighted need to get a letter out to the parents and families regarding the expansion of school mental health. Ms. Whalen developed a draft of the letter with parent friendly and accessible language. The draft is now with Dr. Royster for review and approval.
- Ms. Whalen also assisted with providing information regarding key stakeholders and networks to receive the letters to help with the outreach and informing of parents and families
- The letters are recommended to live on the Healthy Minds DC website (<https://healthymindsdc.com>)
- Important to leverage use of social media and connect back with DBH Director of Communications regarding committee's recommendations
- DBH may lead the social media outreach and it then gets pushed out through other twitter examples including those of all of the DC Council members, Mayor's office, and advocacy groups
- Develop a full list of key players and twitter handles
- Office of the Student Advocate is one of the key stakeholders
- Committee explored – Where can people go to get information?...How do we present information in a way that people can engage?
- One opportunity is DBH's recently launched Healthy Minds DC website that is family and youth friendly.

- During the committee's 7/6/18 conference call, committee members provided feedback to the vendor regarding the Healthy Minds DC website. The recommendations included:
  - A specific tab for School Based Mental Health
  - Post letters regarding the expansion under that tab
  - Informative steps that parents can take if their school has or doesn't have the expansion of a school mental health program
  - Important to drive traffic to the website and have the website as a resource that can be used and that families can use for self-advocacy
  - It is important that there is a description of what the hotline numbers are used for and what to expect when calling the number.
  - Make sure that the Access Help-line staff know the information regarding services provided in the comprehensive expansion of school mental health
  - Include on the website which Community Based Organizations are matched to specific schools and that information will be included under the website's Royster Resources.

Dr. Oruh noted that it will be an ongoing process of feedback as more families access and use the website and say what they want to see on the website. Dr. Royster spoke of excitement to receive the recommendations for the website. Follow-up with DBH's Director of Communications will inform the Director of Communications' work with the vendor to determine how quickly and how much it will cost to implement the recommendations. Dr. Royster stated that the vendor has already been spoken to about expanding resources on the site. The recommendations align very nicely with what DBH planned. The recommendations are more specific and Dr. Royster finds the ideas to be fantastic and doable. DBH will work with the vendor to see what aspects can get up and running within what time-frame. Dr. Royster stated that DBH does provide the Access Help-line with blurbs about new initiatives because the Help-line staff are the central connectors for people regarding services. Dr. Royster stated that DBH will refresh the description with the names of schools and with details as they become available to help the Access Helpline staff to be able to help and work with families when they call.

Additional discussion during report:

- It would be helpful to generate FAQs from the Access Help-line calls to loop back and populate the information on the Healthy Minds DC website
- Advertise website in the community to direct traffic to the website
- Think about what web pages can link to Healthy Minds DC and vice versa, including government agencies and other organizations
- DBH will still maintain the Coordinating Council page with documentation of the work being conducted
- As we engage with schools around their longer-term Needs Assessment and Implementation Plan, we want to integrate family and youth voice.
- The committee recommends city-wide listening sessions in one phase and school hosted listening sessions in the subsequent phase.

Ms. Thompson noted the availability to drill down the time-line for the listening sessions with the work of the Implementation committee and conducting dialogue across committees regarding how to integrate recommendations.

Family and Youth Committee's Standing meeting occurs on the Friday 1:30pm – 3:00pm on the Friday following a Coordinating Council Meeting and subject to change as needed.

**B. School & Provider Readiness (Co-Chairs Ms. Barbara Parks, Ms. Erica Barnes, and Ms. Rachel Bradley-Williams) – Report provided by Ms. Parks**

- One of the Committee’s major tasks is related to how we initially engage schools this summer and how we are communicating on an organizational level the District-wide comprehensive school-based behavioral health system and model. Moving from a programmatic focus of the School Mental Health Program to this broad District-wide framing – The opportunity to do that work comes from DBH reaching out to our Year 1 Implementation schools with a document that can formalize the relationship between the school and this new initiative. We had talked about using the existing Agreement to Proceed because it is a well vetted document; and there has been discussion around how other agreements used by providers and educational institutions are linked. The goal is to have the documents have clear and specific purposes and not be too overwhelming for schools. There will be a meeting of the Local Education Agency, DBH, and Ms. Thompson to seek to finalize a recommendation while also taking in the voice of the Provider group. Then, the recommendation will be brought back to the group for discussion.
- Ms. Parks thanked committee for participation that has been phenomenal and has included robust discussion
- The committee has looked at several documents, including documents from Mary’s Center, DBH’s Agreement to Proceed, and DCPS’s partnership vetting process, to try to determine what will work for expansion schools. Don’t want to reinvent the wheel of what is already working yet want to be inclusive enough for the new schools. Committee members are to look at documents before next week’s meeting and the committee will drill down to a recommendation.
- The committee is also charged with setting some standards for those providing school mental health services. A template was given from work in Boston and it is good yet all provided are not standards of practice.
- Committee is simultaneously looking at the entry documents for schools and establishing what we would like to see as a fairly succinct document of best practice standards for those interfacing with schools
- Will pick-up in the coming meeting the trainings that will need to be provided for the new providers. Two trainings identified so far:
  1. For clinicians - how to work in schools
  2. For supervisors - supervision of providers in the schools

Outside of the committee work, there was a small group discussion around - What is the best way to begin to interface with the schools around the process – DBH trying to reach out to the 52 schools and do a welcome and introduction. We are trying to streamline that process and have the introduction in one location.

Additional Discussion during report:

- Committee is tasked with helping us talk about the standards for schools and standards for providers within the comprehensive school-based behavioral health system. Help to explain in similar ways in different places. Think about how we are branding our comprehensive school-based behavioral health system and comprehensive school mental health model for the District.
- Make sure that the various documents align and make sense and we have clarity and communication about the model
- Have the family and youth committee to review documents to make sure the documents are youth-centered and family-centered

- Given the impact of teaming, the importance of training on teaming and being provided space away from the school for teams to discuss what teaming will look like in their buildings; the expectation of care coordination within the comprehensive school mental health model; the teaming model; and best practices around teaming.
- School buy-in – goes beyond the principal or the school administrator. Recommendation is to have the Assistant Superintendent and Instructional Superintendent on both DCPS and DCPCS to know what the initiative is around the school mental health services and plan. It lends for principal support. Whatever is agreed upon by the principal, the next layer up in authority would also endorse the presence of the program. There is not a desire for tying up process in bureaucracy with signatures yet rather to be informed and having the endorsement and support. Support consistent messaging for the school leaders. Mr. Musante noted that the description gets to the heart of what Councilmember Grosso noted about the services getting embedded in school culture and saturating the entire staff.
- Importance of leveraging the DCPS and DCPCS community of practice collaboration around best practices for teaming.
- Explore subgroups for commonalities among the schools (i.e., ELL, Language emersion, age served, philosophy, curriculum, feeder pattern schools) and other intersections
- Pull DBH’s previous guidelines around Teaming to facilitate the discussion
- Important to learn what CFSA will be providing in the area of behavioral health and how the work may intersect with the providers within the school mental health expansion. Place on agenda for next meeting to obtain an update from a CFSA representative.

Next meeting: July 26, 2018 1:00 – 2:30pm

**C. Implementation (Co-Chairs Dr. Deitra Bryant-Mallory and Ms. Tia Brumsted) – Report provided by Dr. Bryant-Mallory**

- Is leveraging the wealth of resources and investments that already exist in school-based behavioral health and youth behavioral health.
- The committee has done a great deal of work by email and now has a Co-chair – Ms. Brumsted
- Have compiled a number of needs assessment tools that will help us to establish our benchmarks – think about the end at the beginning (what are standard outcomes that we want to see)
- Thank you given to Dr. Doe for her work in coordinating the collection of the documents for the committee
- Communications have been conducted with folks who need to know about the expansion plan – DCPS Instructional Superintendents have been informed about what is expected of them and how they can support the work
- A Doodle Poll will go out this week for a meeting next week

Time Provided for Coordinating Council Members to Leverage Topics:

- CFSA updates flagged for next week (what the expectations are for the Healthy Horizons Clinic that not many in the room are aware of.) Dr. Royster has a meeting with Director Donald tomorrow and will provide feedback directly to Dr. Donald.
- Early Childhood component of the mandate for comprehensive plan for expansion of early childhood and school based mental health services – The DC SEED program is helping to provide 100% access to early childhood mental health consultation in child development centers by 2020.



- When/where we will have the conversation about the data and evaluation. Important to start looking at specific questions we want the providers to look at...the data collection and structure of the data.
- Scope of work of the evaluation that was submitted to OCP has enhanced shape from feedback received and the collaboration with OSSE on the Project Aware application.
- Mr. Levota noted the importance of spending the money well that was provided for the evaluation RFP.
- Data committee has not yet met. We do need to think about launching it. The data efforts were very robust in the Task Force. We will now pick up the work of the data sharing agreement for YRBS data and the concerns related to the identification of need within ELL and immigrant children population in DC.
- Mr. Musante noted the use of data to inform testimonies before Council to advocate for funding
- What are the things we are going to ramp up in advance (in the next 8 months)?
- Having a since of when to do a mid-year check in with providers and with the community is important
- What data element is desired for the budget hearing?
- There was a request to have a conference line for the next meeting

Congratulations were extended to group for all their efforts during this process.

Time Provided for Public Comment or Questions:

No comments given

**Next Scheduled Next Meeting:** Monday, July 30 from 1:00PM to 3:00PM in training room 284 –E

**Meeting adjourned at:** 12:40PM

Any comments regarding these meeting minutes may be sent to Charneta C. Scott at [charneta.scott@dc.gov](mailto:charneta.scott@dc.gov)