

FORM APPROVED COUNTY COUNSEL
 BY Larisa R-Mckenna 10/22/07
 DATE

**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

121



FROM: Department of Mental Health

SUBMITTAL DATE:

October 29, 2007

SUBJECT: Riverside County Advisory Committee on Substance Abuse Programs Annual Report

RECOMMENDED MOTION: Move that the Board of Supervisors receive and file the FY 2006-2007 Riverside County Advisory Committee on Substance Abuse Programs Annual Report.

BACKGROUND: The Riverside County Advisory Committee on Substance Abuse Programs serves as the appointed advisory body to the Riverside County Board of Supervisors regarding the prevention, treatment and recovery programs of the Department of Mental Health. This committee is a fifteen member committee that consists of members appointed by the Board of Supervisors. Each Supervisor has the ability to appoint up to three members from their respective Supervisorial Districts; and each Committee member is appointed for a term of three years. The mission of this committee is to provide a coordinated network of services to address problems resulting from substance abuse and addiction throughout the County of Riverside. (continued on page 2)

JW:SL

Jerry Wengard
 Jerry Wengard, Director
 Department of Mental Health

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2007/2008

SOURCE OF FUNDS: N/A	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

BY: Debra Cournoyer
 Debra Cournoyer

- Consent
- Policy
- Consent
- Policy

Dept's Recomm.:
 Per Exec. Ofc.:

Prev. Agn. Ref.:

District: ALL

Agenda Number:

2.9

PAGE 2

SUBJECT: Riverside County Advisory Committee on Substance Abuse Programs Annual Report

BACKGROUND (continued):

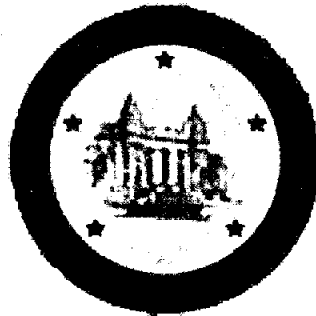
The Committee has the power and authority granted by the Board of Supervisors to: 1) Advise the Riverside County Substance Abuse Manager on policies and goals of the County Substance Abuse Program, and on any other related matters which the said Manager refers to, or which are raised by the Committee; 2) Encourage and educate the public to understand the nature of drug problems and encourage support throughout the County for development and implementation of effective drug abuse programs; 3) Review the community's substance abuse needs, services, facilities and special programs; and 4) Assist department staff by working on the planning, review and oversight of county-operated and contract programs in the alcohol and drug divisions. The current committee members are as follows: Loraine Watts of the First District; Betty Folsom, Chairman Daniel Hake, and Richard Mallow of the Second District; Vice-Chairman Rick Gentillalli of the Third District; Victoria St. Johns, Beatrice Gonzalez and James R. Stuart of the Fourth District; and Dr. Camille A. Smith and Laura P. Arciniega of the Fifth District.

Pursuant to the bylaws of the Riverside County Advisory Committee on Substance Abuse Programs, the committee prepares an annual report that outlines and reflects the activities and services conducted by the committee. The FY 2006-2007 annual report gives an overview of the committee meetings, significant meeting topics, non meeting activities, future committee goals, and conclusion and recommendations of the committee.

**RIVERSIDE COUNTY
ADVISORY COMMITTEE
on
SUBSTANCE ABUSE PROGRAMS**

**ANNUAL REPORT
Fiscal Year 2006 – 2007**

**Prepared for:
THE RIVERSIDE COUNTY
BOARD of SUPERVISORS**



**First District – Supervisor Bob Buster
Second District – Supervisor John Tavaglione, Chairman
Third District – Supervisor Jeff Stone
Fourth District – Supervisor Roy Wilson, Vice-Chairman
Fifth District – Supervisor Marion Ashley**

**RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS**

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RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS

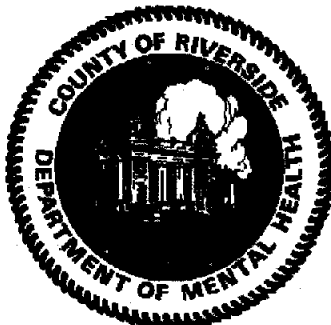
INTRODUCTION

This annual report has been prepared pursuant to the Riverside County Advisory Committee on Substance Abuse Programs' bylaws and covers the fiscal year of 2006 – 2007. The Riverside County Advisory Committee on Substance Abuse Programs (Committee) serves as the appointed advisory body to the Riverside County Board of Supervisors regarding the prevention, treatment and recovery programs of the Department of Mental Health.

With the plague of alcohol and drug abuse affecting nearly everyone, whether directly or indirectly, the Board of Supervisors and the Department of Mental Health's Substance Abuse Program have a difficult task. Their mission is to provide a coordinated network of services to address problems resulting from substance abuse and addiction throughout Riverside County. Committee members have dedicated themselves to help the County accomplish its mission.

The Committee has the power and authority granted by the Board of Supervisors to: Advise the County Drug and Alcohol Program Substance Abuse Managers on policies and goals of the County Drug Abuse and County Alcohol Control Program, and on any other related matters which the said Manager refers to, or which are raised by the Committee; Encourage and educate the public to understand the nature of drug problems and encourage support throughout the County for development and implementation of effective drug abuse programs; Review the community's substance abuse needs, services, facilities and special programs; and, Assist Department staff by working on the planning, review, and oversight of County-operated and contract programs in the Alcohol and Drug divisions.

To gain a better understanding of this topic, the Committee held six regular meetings in various regions throughout the County during the period covered in this report. Additionally, individual Committee members voluntarily participated in and attended other activities and meetings around the County to gain a better perspective and understanding of issues surrounding this topic. Continuing to tackle this difficult dilemma will take a great deal of effort by all concerned. It is hoped that with continued partnerships, the Committee will continue to do what it can to make a difference for those most affected by substance abuse.



RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS

COMMITTEE MEMBERS

There shall be no more than fifteen members of the Committee appointed by the Board of Supervisors, with each Supervisor having the ability to appoint up to three members from each of the five Supervisory Districts. Each Committee member is appointed to a term of three years.

The dedicated Committee members and districts represented are:

- First District: 1. Loraine Watts
 2. (Vacant)
 3. (Vacant)
- Second District: 1. Betty Folsom
 2. Daniel Hake, Chairman
 3. Richard Mallow
- Third District: 1. Rick Gentillalli, Vice-Chairman
 2. (Vacant)
 3. (Vacant)
- Fourth District: 1. Victoria St. Johns
 2. Beatrice Gonzalez
 3. James R. Stuart
- Fifth District: 1. Dr. Camille A. Smith
 2. (Vacant)
 3. (Vacant)

**RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS**

COMMITTEE MEETINGS

The Committee shall meet at least six times per year and at such other times as may be deemed necessary by the Chairperson or requested by the Substance Abuse Program Manager. During the period covered by this report, the Committee met six times on a Friday afternoon at the following locations:

August 11, 2006

California Recovery Clinics
710 S. Rimpau Ave. #102
Corona, CA

October 13, 2006

Riverside County Substance Abuse – Desert Drug Court
68615 Perez Rd., Suite 2-A
Cathedral City, CA

November 20, 2006

Riverside County Substance Abuse – Hemet Clinic
650 N. State St.
Hemet, CA

January 12, 2007

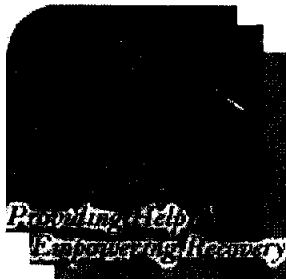
Riverside County Substance Abuse Administration
3525 Presley Ave.
Riverside, CA

March 9, 2007

Inland AIDS
3767 Elizabeth St.
Riverside, CA

May 11, 2007

The Ranch Recovery Center
12890 Quinta Way
Desert Hot Springs, CA



RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS

SIGNIFICANT MEETING TOPICS

- August 11, 2006
After eleven years of dedicated service to the County, nine of those as chairman, Ralph Joseph resigned from the Committee. The Committee elected Daniel Hake as the new chairperson and Rick Gentillalli as the vice-chair.

- October 13, 2006
The Committee was informed of changes in the Proposition 36 program and a report on Prop. 36 prepared by UCLA. The Committee was also informed that the Department of Mental Health's Substance Abuse Program submitted an application to the state for an additional \$1,289,614 for the Offender Treatment Program to improve and enhance the County's Prop. 36 program. To obtain this additional funding, however, the County would have to provide matching funds of \$143,290. The Department requested support from the Committee in its attempt to obtain these matching funds. Since not all questions asked by Committee members could be answered at this meeting, it was decided to continue the discussion at the next meeting. Due to time constraints, the Committee voted to move its December meeting up to November.

- November 20, 2006
The additional information requested at the last meeting was provided to the Committee by Substance Abuse Program staff. The Committee was also informed that the State approved the County's proposal and offered \$1,206,302 of additional funding which would require the County to come up with a match of \$134,034. After further discussion the Committee voted to support the Department in their efforts to obtain matching funds from the County. A letter was later drafted on behalf of the Committee and sent to each member of the Board of Supervisors.

- January 12, 2007
A Site Visit Report form was developed to aid Committee members if they should visit a provider's location. This would help to ensure the facilities are providing quality services to their clients and the residents of the County.

Substance Abuse Program Manager Karen Kane reported on the re-engineering that is taking place regarding treatment and prevention. This includes a prevention framework, new data collection, and new strategies.

Program Manager Karen Kane announced the Esperanza Youth and Family Center was recently given an increase in its contract to establish more Friday Night Live groups in the growing Coachella Valley.

RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS

- **March 9, 2007**

After Committee member Loraine Watts read the Provider Report, Committee member James Stuart asked the Substance Abuse Program staff why we do not receive information regarding the number of dropouts and failures. Program Manager Karen Kane advised that the County sends this information to the State Department of Alcohol and Drugs Program (ADP) under the CalOMS Treatment Program and that the state has not produced such a report as yet.

Committee member James Stuart reported that the California Rehabilitation Center (CRC) in Norco was closing down units in the women's facility and the hardcore felons will be transferred to the California Institution for Women (Chino) and the Valley State Prison for Women (Chowchilla) and the drug population will be released in the County. Program Manager Karen Kane advised the Committee that CRC is planning to put out Request for Proposals for treatment programs in the community. The State ADP has been discussing this with the CRC and suggesting that this might not be a good idea to set up a parallel system since there is one in existence and provides funding to the system.

- **May 11, 2007**

In an effort to increase attendance at the Committee's regular meeting, there was discussion regarding ways of announcing the meetings other than simply putting an add in the newspaper. Ideas included sending e-mail announcements and mailing meeting notices to all providers and other interested parties.

Substance Abuse Program staff member Darwin Neidlinger spoke on Mental Health and Substance Abuse Co-Occurring treatment. He advised that mental health clinicians do not have the experience or training to treat substance abuse. He is putting together a class geared towards assisting mental health workers to recognize substance abuse treatment and to integrate it with mental health treatment.

This is just a sample of the discussions held during the Committee's regular meetings. For full details of meeting topics and discussions, a copy of the meeting minutes can be obtained and reviewed.

RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS

NON-MEETING ACTIVITIES

The Committee Members are committed to being active in the community to better understand the issues surrounding substance abuse prevention and treatment and to bring about more community awareness. Being more involved and participating in various activities gives Committee members a broader view of the issues and can better advise the Board of Supervisors as needed.

Committee members participated in the following activities during the period covered in this report:

- Committee Member Beatriz Gonzalez was the Master of Ceremony at the countywide Recovery Happens event held at Gible Park in Hemet on October 7, 2006.
- Several Committee members attended the Board of Supervisors meeting on September 12, 2006, to see out-going chairman Ralph Joseph receive a proclamation from the Board for his years of service and to wish him well.
- Committee Chairperson Daniel Hake attended the Board of Supervisors meeting on December 12, 2006, to show support for the Department of Mental Health – Substance Abuse Program in its effort to obtain matching funds for the Prop. 36 Offender Treatment Program. The Board unanimously approved the requested funds. (See SIGNIFICANT MEETING TOPICS for October 13, 2006, and November 20, 2006, for details.)
- Chairperson Daniel Hake attended a Town Hall Meeting titled “Continuing the Conversation” in Corona at the *Fender Center for the Performing Arts* on March 29, 2007. This meeting dealt with talking and listening to youth about alcohol and other drugs.
- Committee member Loraine Watts attended a Mental Health workshop for Drug Abuse and Prescription Drugs for seniors. There was a PowerPoint presentation that outlined the reasons why older adults become addicted to drugs and alcohol.

**RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS**

FUTURE GOALS

The Riverside County Advisory Committee on Substance Abuse Programs is challenged with a problem that has plagued our society for many years. Our goals are premised on the needs of the community at large and the County Supervisors willingness to listen to its constituents and resolve these problems as efficiently and effectively as possible.

Future goals may include juvenile intervention in conjunction with the County Probation Department to help identify and treat first time offenders. In this arena our goal will be to stop the problem before it has evolved into treatment, and as a result, prevent the burden on our support system.

We have learned that as demographics change, the cause and effect results in new challenges with unique problems. As a Committee, we will increase our knowledge base and change with the needs of the people to better support treatment programs.

The Committee members are dedicated citizens with the best interest for our community and we report directly to the Board of Supervisors. One of our goals is to listen to the public and providers to better understand the immediate and long-term problems, and convey this information to our respective County Supervisors along with potential solutions.

Our future goals include real facts; we live in a different reality today. Our community is burdened with the stress of everyday living, including single-parent homes, latch key kids, and the threat against our Country. As a result it is appealing and convenient to turn to drugs, alcohol or tobacco, for both the young and old, to help cope with society's pressures. As Committee members, appointed by the Board of Supervisors, our goal is to help fix this problem.

RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS

CONCLUSION / RECOMMENDATIONS

The Members of the Riverside County Advisory Committee on Substance Abuse Programs will continue to work closely with community leaders, county staff, providers and all members of the community in an effort to better understand the issues. With a better understanding, committee members can provide current and relevant advice to the Board of Supervisors. It is then hoped that the Board will be able to take the best possible actions with regards to the prevention, treatment and recovery programs of the County. In the long run, this will benefit all residents and visitors of Riverside County.

In an effort to become more professional and recognizable, the Committee developed letterhead and business cards for conducting official business. Committee members have also become more active during their meetings and out in the community by participating in various functions away from regularly scheduled meetings. This additional activity and dialog has generated an even greater understanding of issues being faced by substance abuse professionals and the community at large.

To become even stronger and more effective, all vacant positions on the committee need to be filled. It is recommended that committee members attempt to find like-minded individuals willing to give time to this important cause. It is also recommended that each member of the Board of Supervisors actively seek community members within their district that are willing to commit a little time for the good of their fellow citizens. As a reminder, each district may have up to three committee members. Committee members are also encouraged to make every effort to attend regularly scheduled meetings.

Attendance at the Committee's regular meetings has grown throughout the year, yet there is always room for improvement. The more attention given to the problem of substance abuse, the more efficient and cost effective the system will become. New ways of advertising the meetings should be explored by all parties. Efforts should concentrate around attracting more substance abuse providers and their clients, city and county staff, and the general public.

As the committee grows, the group will become more effective simply by the increase in size. As more members attend the Committee's regular meetings, more discussion will likely take place and more ideas will be shared. Also, this will put more people out into the community taking an active role on the topic of substance abuse prevention, treatment and recovery. In the end, the Board of Supervisors will receive complete and intelligent information to aid them in making the tough decisions that affect all of us.

**RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS**

APPENDIX

- A. Committee Bylaws
- B. Letterhead and Business Card
- C. Site Visit Report

**RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS**

APPENDIX – A

Committee Bylaws

**RIVERSIDE COUNTY ADVISORY COMMITTEE ON
SUBSTANCE ABUSE PROGRAMS BYLAWS**

GENERAL PURPOSE

Section 1. Purpose

The purpose of the Riverside County Advisory Committee on Substance Abuse Programs, hereafter Committee, is to serve as the appointed advisory body to the Riverside County Board of Supervisors regarding the prevention, treatment and recovery programs of the Department.

Section 2. Authority

The Committee shall have the power and authority granted to it by the Board of Supervisors, including, but not limited to the following:

- A. Advise the County Drug and Alcohol Program Substance Abuse Managers on Policies and goals of the County Drug Abuse and County Alcohol Control Program, and on any other related matters which the said Manager refers to, or which are raised by the Committee.
- B. Encourage and educate the public to understand the nature of drug problems and encourage support throughout the County. for development and implementation of effective drug abuse programs.
- C. Review the community's substance abuse needs, services, facilities and special programs.
- D. Assist Department staff by working on the planning, review, and oversight of County-operated and contract programs in the Alcohol and Drug divisions.

STRUCTURE

Section 1. Members

There shall be no more than fifteen (15) members of the Committee appointed by the Board of Supervisors; an equal number of members to a maximum of three (3) from each of the five Supervisorial Districts.

Each member shall be at least eighteen years of age and a resident of the County of Riverside, and the term of office shall be for three years from the last preceding July 1.

Membership shall include at least one representative from each of the following professional groups: social services, education, law enforcement, health, and the judiciary, as well as community members.

Section 2. Vacancies

Vacancies shall be filled for the unexpired term of the prior incumbent; if more than one vacancy exists, the appointing authority shall specify the vacant position and term there being filled by each appointee; otherwise, the longest unexpired term shall be deemed filled by the person first appointed, and in successive order to the shortest term. A vacancy shall exist upon the written resignation, death or loss of residence requirements of an incumbent; for the purpose of appointment, a vacancy shall be deemed to exist upon the expiration of a term. A vacancy shall be deemed to exist when a member has failed to attend three consecutive meetings of the committee, those facts have been reported by or on behalf of the committee to the Board of Supervisors, and said Board has declared the vacancy. A vacancy will normally be filled in accordance with the Maddy Local Appointive List Act of 1975.

Section 3. Officers

The Committee shall choose a presiding officer and an assistant presiding officer. This shall be done at least annually or at the first meeting after the appointment for new members for new terms.

- A. Each officer shall perform the duties and have the powers commonly incident to their respective office, together with such other duties as may be delegated to them by the Committee members.
- B. The Chairperson shall be the Chief Executive Officer of the Committee and exercise such general powers, management duties and authority consistent with and generally exercised by a presiding officer. He/she shall preside at all meetings of the Committee and the Executive Committee, special task forces and study groups. He/She shall be an ex-officio member with voting privileges on all such committees and appointed bodies.
- C. The Vice Chairperson shall perform the duties of the Chairperson in his/her absence. The Vice Chairperson shall perform such duties as the Committee may designate.

Section 4. Meetings

- A. The Committee shall meet at least six (6) times per year (bi-monthly) and at such other times as may be deemed necessary by the Chairperson or requested by the Substance Abuse Program Manager(s).

- B. The calling, giving notice or conducting of meetings shall be in accordance with the Ralph M. Brown Act (Section 54950 et seq. of the Government Code).
- C. Written notice of the meetings" specifying the place, date, and time of each meeting shall be sent to each member by mail, addressed to each member at their address shown on the records of the Board of Supervisors. Notices shall be mailed at least five (5) days prior to the date of the meeting.
- D. Closed meetings may be called by a majority vote of the members of a quorum to discuss sensitive matters in their formative or investigative stages. No official action may be taken in closed session.

Section 5. Quorum

A quorum shall consist of a majority of members of the committee not counting vacant positions. Any action of the committee shall require affirmative votes of not less than a quorum, except that less than a quorum may adjourn a meeting sine die or to a specified time and place.

Section 6. Voting Rights

Each member shall be entitled to one vote to be exercised in person. Neither cumulative or proxy voting shall be allowed. All matters submitted for determination shall be decided by a majority vote of those voting.

Section 7. Minutes

Written minutes of all meetings shall be kept and may include recommendations of the Committee. A copy of the minutes shall be forwarded to the Clerk of the Board of Supervisors promptly after the minutes are prepared and signed by the Secretary; it shall not be necessary to wait approval of the minutes of the Committee.

Section 8. Reports and Recommendations

The Committee shall file with the Board of Supervisors an annual report of its activities, may file a special report whenever the Committee deems it desirable to do so, so shall file a report when requested to do so by the Board of Supervisors. A copy of the report will be given to the Department of Mental Health.

The recommendations of the Committee shall be submitted to the Clerk of the Board for placement on the Board of Supervisors' agenda. The recommended motion shall be the motion by the advisory board.

Section 9. Duties of Members

- A. Members of the Committee are expected to:
 - 1. Function as active and responsible members.

2. Attend all Committee meetings unless excused. Participate
3. in the deliberations and decisions of the Committee.
4. Assume such responsibilities and undertake such actions as may be required by law, by the Bylaws, and/or by specific Committee decisions and assignments.
5. Accept responsibility for making informed decisions and policies by requesting accurate information, asking questions, probing, analyzing, and supporting publicly the decisions made collaboratively.

Section 10. Compensation and Expenses

Each member will be reimbursed for mileage and out-of-pocket expenses incurred in connection with their duties as referenced in Resolution No. 94-373.

Section 11. Contracts

No member shall have any power or authority to bind the Department of Mental Health or the County of Riverside by any contract or engagement.

SUBCOMMITTEES

The Committee shall establish subcommittees, study groups, or task forces as it deems necessary to carry out the Committee's duties and functions.

Section 1. Executive Committee

- A. The Riverside County Advisory Executive Committee on Substance Abuse Programs shall include elected officers (Chairperson and Vice-Chairperson) and Standing Committee Chairpersons.
- B. Elected Officers shall serve for one (1) year and Standing Subcommittee Chairpersons shall serve for one (1) year.
- C. A majority of the Executive Committee shall constitute a quorum.
- D. The Executive Committee shall meet upon call of the County Substance Abuse Program Managers.

Section 2. Standing SubCommittees

- A. All standing Subcommittees shall be advisory and no standing Subcommittee shall have the power to bind the Advisory Committee except when specifically authorized by the Committee.
- B. The term of a member on the standing Subcommittee shall be from the time of appointment for a period of one (1) year. Standing Subcommittee members may be reappointed to additional terms by the Committee

- Chairperson. A vacancy in the membership of any Standing Subcommittee may be filled by the Chairperson of the Committee. A
- C. majority of the Standing Subcommittee members shall constitute a quorum.
 - D. A standing Subcommittee shall meet upon call of the Standing Subcommittee Chairperson or the Committee Chairperson.

RESIGNATION AND REMOVAL

Section 1. Attendance

Three consecutive absences from regularly scheduled meetings without specific excuses from the Committee or approval of the Board of Supervisors presumes resignation/termination from the Committee and the Committee may declare such position vacant.

Section 2. Resignation

Any Committee or Subcommittee member may resign at any time by giving written notice to the Board of Supervisors or the Committee Chairperson. Such resignation shall take effect at the date of receipt of such notice or at any later time specified therein.

Section 3. Removal of a Member

Notwithstanding a specified length of a term for a member, any member may be removed at any time by the Board of Supervisors.

CONFLICT OF INTEREST

Section 1. No Direct Financial Interest

The Committee and Subcommittee members shall disclose any direct financial interest in any matter coming before the Committee that would interfere with their serving on the Committee.

Section 2. No Participation in Decision

No Committee member shall vote on any proposal or recommendation or participate in the making of any decision in which he/she has a conflict of interest. Membership on the Committee shall not be used for purposes which are, or give the appearance of being motivated for private gain on the part of any Committee member.

Section 3. Must Qualify Self and Disclose Interest

A Committee member must disqualify himself/herself from voting or otherwise attempting to influence the votes of other members of the Committee as to projects of

corporations who Board (s) he/she serve upon, and must disclose his/her interest and make it a matter of record.

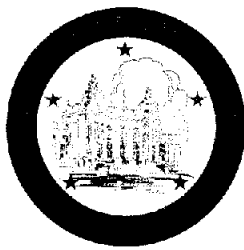
RULES OF PROCEDURE

The Rules of Procedure at all meetings of the Committee, Executive Committee and Standing Committees shall be according to the latest edition of Robert's Rules of Order, so far as applicable.

AMENDMENTS

Section 1. By the Board of Supervisors

These Bylaws may be amended by the Board of Supervisors at the request of the Advisory Committee.



Riverside County Advisory Committee on Substance Abuse Programs

Karen Kane,
Riverside County
Substance Abuse
Program Manager

Catharine Sutton
Committee Secretary

3525 Presley Avenue
Riverside CA, 92507
(951) 782-2400
Fax (951) 683-4904

Representatives

District I

Loraine Watts
Committee Member

District II

Betty Folsom
Committee Member

Daniel S. Hake
Committee Chairperson

Richard Mallow
Committee Member

District III

Rick Gentillalli
Committee
Vice Chairperson

District IV

Victoria St. Johns
Committee Member

Beatriz Gonzalez
Committee Member

James R. Stuart
Committee Member

District V

Dr. Camille Smith
Committee Member

BOB BUSTER
District I

JOHN F. TAVAGLIONE
District II

JEFF STONE
District III

ROY WILSON
District IV

MARION ASHLEY
District V

SUBSTANCE ABUSE ADMINISTRATION
3525 PRESLEY AVENUE
RIVERSIDE, CA 92507



RIVERSIDE COUNTY ADVISORY COMMITTEE
ON SUBSTANCE ABUSE PROGRAMS

(951) 762-2400
(951) 883-4904 FAX
<http://mentalhealth.co.riverside.ca.us/>

SIGNATURE LINE

**RIVERSIDE COUNTY
ADVISORY COMMITTEE on SUBSTANCE ABUSE PROGRAMS**

APPENDIX – C

Site Visit Report

Riverside County Advisory Committee on Substance Abuse Programs

SITE VISIT REPORT

Reviewed By _____ Date _____

Facility/Program Reviewed _____
Program /Contact Person (Name Title & phone#) _____

Location:

- 1) Street Address and cross streets:

- 2) Description of surrounding area, for example other businesses nearby, bus stops, etc.:

- 3) Is there adequate parking:

Program Type(s): (Check all appropriate boxes)
 Outpatient Inpatient Day Treatment Residential Other _____

Program Age Group: (Check appropriate boxes)
 Older Adult (65+) Adult (30-65) Young Adult (18-29) Adolescent (12-17)
 Child (0-12)

Standard Services Provided: (services received by all participants in program)

Specialty Services Offered: (services available beyond the standard)

Program/Facility Capacity: (number of clients/participants)

Maximum Possible _____ Monthly Average _____ &/or Daily Average _____

Average Length of Stay in Facility or Time Requirements for Participation in Program:

Program Staffing:

- 1) Number of staff involved directly with participant (average number on each caseload):
- 2) Types of other professionals involved directly with or available to participant and what they provide: (ie. Psychiatrist, Psychologist, Therapist, MFTC, LCSW, Nurse)

Facility/Program Space Described: (ie. Indoor rooms, outdoor areas, recreational areas)

Example of One Day/Session in Program: (activities, day's schedule)

Miscellaneous Additional Services (provide a brief description)

Transportation available:

Meals/snacks provided:

Follow-up care provided:

Community support provided or available to participants:

Other:

Client/Resident impression of services: (if available to interview):

Is staff welcoming and helpful?

What's been the most positive experience in your current treatment?

If you have had prior treatment, what's different about this facility that will help you?

Overall Impression or Brief Summary: (include key positive/negative points)

Was the staff accommodating and welcoming during your visit?

If welcoming to you, was that same attitude apparent between staff and clients?

Board Member or Program Staff Recommendations for Program Needs: