

**Minutes**  
**Contra Costa County IPM Advisory Committee**  
**Subcommittee on IPM Outreach**  
**August 17, 2017**

**Members Present:** Jim Cartan, Susan Heckly, Michael Kent (Chair), Andrew Sutherland

**Members Absent:** none

**Staff Present:** Tanya Drlik, IPM Coordinator

**Members of the public:** None

**1. Introductions**

**2. Public comment on items not on the agenda**

There was none.

**2a. Announcements**

Michael Kent announced the formation of the Sustainability Advisory Board, staffed by Jody London, the County's Sustainability Coordinator. It has had one meeting already. The next meeting is August 28 in the evening.

**3. Approve minutes from July 6, 2017**

A motion was made and seconded to approve the minutes as written. (SH/JC)

Ayes: Cartan, Heckly, Kent, Sutherland

Noes: None

Abstain: None

Absent: None

Andrew Sutherland noted that hoarding disorder is a part of the Diagnostic and Statistical Manual of Mental Disorders (DSM). Michael Kent said he would follow up with the woman he spoke to about that.

**4. Discuss the committee's PowerPoint presentation**

Michael Kent announced that the County has received a large grant to look at the small group of citizens that uses the most health care services. They are hiring nurses and social workers to do intensive case management for these citizens, and this may be another group to give the committee's presentation to.

Jim Cartan gave the revised presentation and the committee suggested changes. The IPM Coordinator will modify the presentation and the script, and Andrew Sutherland will give the presentation to the full IPM Committee on September 21 for their comments.

**5. Discuss Roles and Responsibilities fact sheet**

The committee discussed the fact sheet created by Andrew Sutherland and made suggestions for changes. The IPM Coordinator will revise the fact sheet for the September 21 full committee meeting.

**6. Review the draft of the subcommittee's final report**

The committee reviewed the draft and asked the IPM Coordinator to include a printout of the slides, the script, and the Roles and Responsibilities.

**7. Plan next meeting agenda**

Michael Kent will schedule some presentations and the committee will divide them up over email.