

Marin County Mental Health Services Act Advisory Committee - DRAFT

Purpose

The goal of Marin County Mental Health Services Act (MHSA) Advisory Committee (MHS AAC) is to provide input and recommendations to the Mental Health and Substance Use Services (MHSUS) Division when determining what MHSA funded programs are developed and prioritized, including prevention and early intervention, crisis intervention services, treatment services, and recovery services. **WIC § 5848** states that County MHSA plans shall be developed with local stakeholders, including adults and seniors with severe mental illness, families of children, adults, and seniors with severe mental illness, providers of services, law enforcement agencies, education, social services agencies, Veterans, representatives from Veterans organizations, providers of alcohol and drug services, health care organizations, and other important interests. Counties shall demonstrate a partnership with constituents and stakeholders throughout the process that includes meaningful stakeholder involvement on mental health policy, program planning, and implementation, monitoring, quality improvement, evaluation, and budget allocations.

Relationship with MH Division and other MHS AAC Members

The MHS AAC member relationship with the MHSUS Director and staff is meant to be a reciprocal one in which members feel they can communicate their feedback and recommendations and that their voices are being heard. This relationship is built on the understanding and belief that everyone at the table has valuable information to contribute. While it is important to understand that MHS AAC participation does not automatically mean that your specific feedback or recommendations will be incorporated or funded, it is important to the MHSUS Division that MHS AAC members feel that they are getting useful information out of the meetings. It is the expectation that MHS AAC members will connect with the MHSUS Director if they feel this meeting isn't meeting their needs.

MHS AAC Member Benefits

MHS AAC members are volunteers and representatives of unserved and/or underserved populations and family members of un/underserved populations, including stakeholders that reflect the diversity of the demographics of Marin County, including but not limited to, geographic location, age, gender and race/ethnicity and clients with serious mental illness and/or serious emotional disturbance, and their family members that provide input that balances the needs of specific stakeholder groups and the needs of the broader public mental health and substance use services system. Participation in the MHS AAC provides individuals with opportunities to:

- 1) have a positive impact on the Marin County mental health and substance use services system
- 2) help to reduce or eliminate mental health and substance use stigma
- 3) have a chance to "give back" and help individuals and families
- 4) be more proactive and effective in influencing MHSUS and county policy
- 5) be an advocate for the mental health and substance use service needs of your peers and/or community
- 6) become more educated about the resources available to serve the needs of individuals with mental illness and substance abuse.

Recruitment and Level of Commitment Required

- Attend monthly meetings the fourth Wednesday of the month from 1:30-3pm and be prepared to discuss agenda and meeting materials.
- If missing a meeting, a member may send a person who can represent him/her, but permanent alternates are not permitted.
- Members must be either a Marin County resident or work in an agency which provides mental health services in Marin County. If the representative's residency or workplace changes such that a representative no longer lives in Marin County or no longer works for a program in Marin County, a new member representing the constituency group for which they represent will need to be selected.
- Commitment to participate for at least one (1) year.
- Represent the constituency you represent.
- **Work for consensus in decision making, but use 51% majority vote when consensus cannot be reached.**
- Offer a safe space for you and others to offer honest feedback during Committee discussions.

MHSAAC Roles and Responsibilities

Local Stakeholder Planning Process: The MHSA requires that county mental health departments submit Updates and Annual Plan Updates detailing programs and expenditures of MHSA programs through a meaningful planning process that involves local consumers and families as full partners from the inception of planning through implementation and evaluation of identified activities.

Stakeholder Advisory Committee Representative Responsibilities:

- Develop an outreach program for their constituency group to ensure comprehensive and ongoing participation from a diverse group of persons meeting the criteria for their constituency group. There should be a concerted effort to include individuals who may not be part of routine advocacy groups and/or who may have been previously underserved. Strategies for conducting outreach and gathering input may include but are not limited to surveys, focus groups, interviews, conference calls, advisory committees, group meetings, media announcements, and/or trainings.
- Represent the views of their constituency group as a whole rather than their individual or agency agenda(s). **The MHSAAC is not a place to advocate for funding for an individual entity or organization, nor does it mean that attendance will guarantee funding.** The MHSAAC is intended to be a safe place for members to voice their concerns and share input in order to increase access and reduce barriers to services for their unserved/underserved constituents
- Hold regular (monthly or as needed) constituency meetings of their constituency group at a frequency that enables their group to provide regular ongoing input. It is suggested that this be monthly or as needed to ensure that their constituency is well-informed
 - Provide an orientation to the MHSAAC member. At the request of the constituency group, the county can provide information on the planning process and/or assist in providing trainings. If such training is not being done by the county, then the agenda for such training may include but is not limited to:
 - Background on the public mental health and substance use services systems of care

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- and the MHSA
- Concepts of recovery and resiliency
- Cultural competence
- The county's underserved and unserved communities, including reduction/elimination of racial and ethnic disparities.
- County specific information that describes population and utilization data by age, gender and race/ethnicity; and current staffing/provider data.
- How to hold a successful and interactive public hearing
- How to make systems changes
- Background on consumer and family operated services
- Review MHSAAAC Agenda materials sent for review prior to the next MHSAAAC meeting to ensure efficient and productive MHSAAAC meeting discussions
- Attend monthly MHSAAAC Meetings during which the representative is expected to:
 - Provide verbal or written report on relevant activities of their constituency.
 - Provide input and support to develop the MHSAAAC monthly agenda to further the MHSAAAC's goals and interests.
 - ***Provide strategic and planning input as well as funding recommendations on MHSAA Annual Update Reports and MHSAA Three-Year Program and Expenditures Plans for identified needs and priorities.***
 - ***Assist the MHSUS Division to identify challenges in the development and delivery of MHSAA funded services and make recommendations for strategies to address these challenges.***
 - ***Review all MHSAA Request for Proposals and provide feedback to ensure that funding is allocated to services for identified needs and services.***
 - ***Informed about current stakeholder meeting and the funding and program recommendations made by members of these groups.***
 - Be prepared to vote, take action and decide on next steps on agenda items
 - Attend special meetings as needed
- Share information with other MHSAAAC members, individuals, providers, etc. and disseminate minutes, information, feedback and outcome of action items from MHSAAAC meetings to their individual constituencies.

MHSAAAC Stipends, Childcare and Transportation Assistance

Members make known in writing any financial or additional supports requested such as stipends, childcare, supplemental meals, housing, and transportation assistance as necessary to ensure constituency involvement. The MHSUS Director must approve such expenditures in advance of the expenditure.