

Marin County Mental Health Services Act Advisory Committee – DRAFT 4.27.16

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 and their input is given serious consideration. This relationship is built on the understanding 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 Opportunities

Members provide input that informs and 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) improve the quality, effectiveness and outcomes of services
- 2) have a positive impact on the Marin County mental health and substance use services system
- 3) help to reduce or eliminate mental health and substance use stigma
- 4) have a chance to “give back” and help individuals and families
- 5) be more proactive and effective in influencing MHSUS and county policy
- 6) be an advocate for the mental health and substance use service needs of your peers and/or community
- 7) 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

MHSAAC members are volunteers and representatives of unserved and/or underserved populations, including stakeholders that reflect the diversity of the demographics of Marin County, including but not limited to, geographic location, age, gender, sexual orientation, gender identity, and race/ethnicity and clients with serious mental illness and/or serious emotional disturbance, and their family members.

- 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 and substance use or other related 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 to ensure that membership reflects what the law requires.
- Commitment to participate for at least one (1) year.
- Represent the constituency you were appointed to serve.
- Work for consensus in decision making, but use 51% majority vote when consensus cannot be reached.
- MHSUS staff will seek applicants within 1-2 months after the retirement or resignation of members. MHSUS members may recommend candidates. The MHSUS Director will have the final determination of new members.
- Members must attend 2/3 of the meetings in order to be a member in good standing. Members falling below this threshold will be notified that their continued membership on the committee is at risk.
- 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:

- 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.
- Review MHSAAC Agenda materials sent for review prior to the next MHSAAC meeting to ensure efficient and productive MHSAAC meeting discussions.

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- Attend monthly MHS AAC Meetings during which the representative is expected to:
 - Provide input and support to develop the MHS AAC monthly agenda to further the MHS AAC's goals and interests.
 - Ensure that consumers are a part of and have equal participation at committee meetings.
 - Provide strategic and planning input as well as funding recommendations on MHS A Annual Update Reports and MHS A Three-Year Program and Expenditures Plans for identified needs and priorities.
 - Assist the MHSUS Division to identify challenges in the development and delivery of MHS A funded services and make recommendations for strategies to address these challenges.
 - Stay informed about other stakeholder meetings and the funding and program recommendations made by members of these groups, as well as community recommendations.
 - Be prepared to vote, take action and decide on next steps on agenda items.
 - Attend special meetings as needed, such as participating in Request for Proposal review panels.
- Share information with other MHS AAC members, individuals, providers, etc. and disseminate information, feedback and outcome of action items from MHS AAC meetings to their individual constituencies.

MHS AAC Stipends, Childcare and Transportation Assistance

Members may request in writing any financial or additional supports requested such as stipends, childcare, and transportation assistance as necessary to ensure constituency involvement. Stipends for the 1.5 hour committee meetings will be \$25.00. The MHSUS Director must approve such expenditures in advance of the expenditure.