



**Recommended Proposed Outline
For Request for Proposals (RFP)
For
Client Stakeholder Contract**

To Be Heard at September 27, 2012 MHSOAC Meeting

Background

As part of the Fiscal Year 2012-13 state budget, the Department of Mental Health (DMH) was eliminated and various contracts, services, and budgetary authorities originally granted to DMH have been distributed to other state and local entities. Specifically, the stakeholder contracts, designed to facilitate inclusion of stakeholders, were transferred to the Mental Health Services Oversight and Accountability Commission (MHSOAC).

The funds and authority for a client stakeholder contract were transferred to the MHSOAC. In order to utilize the funds available for client advocacy that are not currently under contract and to meet the statutory mandates, the MHSOAC will develop a request for proposals.

Statutory References

The passage of the Mental Health Services Act (MHSA) initiated, at the state and local levels, the concept of transparent and collaborative processes being implemented to determine the mental health needs, priorities and services for California mental health consumers. This collaboration is documented in several Welfare and Institutions (W&I) Code sections.

The MHSOAC is mandated in W&I Code Section 5846(c) to “ensure that the perspective and participation of diverse community members reflective of California populations and others suffering from severe mental illness and their family members is a significant factor in all of its decisions and recommendations.” The client stakeholder contract is one means of ensuring such perspective and participation occurs.

The stakeholder contract also supports the statutory requirement in W&I Code Section 5892(d) that the Mental Health Services administrative fund “include funds to assist consumers and family members to ensure the appropriate state and county agencies

give full consideration to concerns about quality, structure of service delivery, or access to services.” In addition, the contract would support the recent amendment to W&I Code Section 5848(a) made by Assembly Bill 1467 that strengthened local stakeholders’ involvement by requiring counties “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.”

Below are the recommended overall principles and outline of deliverables for the Request for Proposals for the client stakeholder contract. These are aligned to meet the above described statutory mandates.

Overall Principles

The overall principles stated below should be reflected in the RFP and ultimately the consumer stakeholder contract:

1. Should be deliverables based.
2. Deliverables should be tied to the MHSA and the values of the MHSOAC.
3. Deliverables should be tied to the MHSOAC logic model.
4. Deliverables should predominately make an impact on the mental health system instead of on the individual level.
5. Provides for consumer outreach and support so that the perspective and participation of diverse community members reflective of California populations and others with lived experience may be a significant factor in all of the MHSOAC’s decisions and recommendations.
6. Provides for consumer outreach and support to assist with a robust local stakeholder process.

Outline of Scope of Work

Deliverable 1: Assessment

Conduct an assessment related to local stakeholder processes and county partnerships as identified in Welfare and Institutions Code Section 5848(a).

It is anticipated that the contractor will conduct an assessment of the types of stakeholder processes that are being utilized throughout the state in order to

determine if the counties are in (or working towards) compliance with WIC 5848(a). Further, through this assessment, it is anticipated that it will be identified what is required to get a county better prepared for a stakeholder process that would conform with WIC 5848(a).

A successful response will describe how a contractor will accomplish this deliverable.

Deliverable 2: Report of Findings

Report result of the assessment to MHSOAC.

The contractor will devise a report and matrix that will highlight individual county stakeholder processes based on the findings in the assessment phase of this contract. It is expected that there will be some similarity of processes/practices between counties and it would be important for the contractor to determine if the similar process/practice is:

- Replicable;
- Anecdotally, identified by stakeholders and the county as being effective.

A successful response will include a description of how the contractor will accomplish this deliverable.

Deliverable 3: Training Development

Based upon the assessment results, develop curriculum for and provide training and technical assistance to consumers and family members to ensure a meaningful stakeholder involvement on local mental health policy, program planning and implementation, monitoring, quality improvement, evaluation, and budget allocations as specified in Welfare and Institutions Code Section 5848(a).

Curriculum, training schedules, agendas, attendance sheets, participant evaluations, are among the documents anticipated to be deliverables for this scope of work.

A successful response will include salient features of any practice that is being adopted (as the result of the assessment), the rationale for it, and why it, above others is being used in the curriculum.

Deliverable 4: Establishment of Expert Pool

Assemble, train, and maintain an expert pool of consumers whose subject matter expertise and perspective can be utilized by the MHOSAC.

From time to time, the MHSOAC requires subject matter expertise from client and family members with regard to reviewing materials and plans, as well as participation in special projects. These activities fall outside of the scope of the Commission's standing committees where there are already representative members and stakeholders.

A successful response will describe how the contractor will accomplish this deliverable.

Deliverable 5: Staffing Meetings

Provide at the state and local levels, as well as at MHSOAC-specific meetings, the perspective of clients and other individuals with lived experiences across the life span, including individuals from unserved, underserved and inappropriately served communities.

A successful response will describe how the contractor will accomplish this.

Minimum Qualifications

The following minimum qualifications must be met for the proposal to be read and evaluated. The bidder must:

1. Have evidence of capacity to provide statewide, county-level, and state-level participation;
2. Be a non-profit organization;
3. Have a governing board that is at least fifty-one percent (51%) mental health consumer; and,
4. Have evidence of capacity to engage diverse communities reflective of the California population that have been unserved, underserved, or inappropriately served in the mental health system.