

INFORMATION

TAB SECTION: 4

 X ACTION REQUIRED

DATE OF MEETING: 9/27/12

PREPARED BY: Burt

DATE MATERIAL PREPARED: 9/07/12

AGENDA ITEM: Review and Approve Proposed Outline for Client Stakeholder Contract Request for Proposal (RFP)

ENCLOSURES:

- Draft Outline for RFP for Client Stakeholder Contract
- PowerPoint

OTHER MATERIAL RELATED TO ITEM: None

Issue:

At its regular meeting September 27, 2012, the Mental Health Services Oversight and Accountability Commission (MHSOAC) will review and vote on approval of a draft outline for request for proposals (RFP) for a client stakeholder contract. This outline will be used for drafting an RFP for a client stakeholder contract in the amount of \$1,643,850 for three years or \$547,950 annually.

Background:

As part of the Governor's Fiscal Year 2012-13 Reorganization Plan, the Department of Mental Health (DMH) was eliminated and the 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 the inclusive and educated stakeholder processes, were transferred to the MHSOAC.

The funds and authority for a client stakeholder contract, in the amount of \$1,643,850 were transferred to the MHSOAC. In order to utilize the funds available for client advocacy and to meet the statutory mandates, the MHSOAC will develop an RFP.

As part of the development of an RFP, the MHSOAC staff has created a Draft Outline for RFP for the Client Stakeholder Contract. This draft outline is enclosed with this tab section. The draft outline contains the following sections: a) Background; b) Statutory References; c) Overall Principles; d) Outline of Scope of Work; and e) Minimum Qualifications. Note that the minimum qualifications section of the outline provides, in part, that in order for a proposal to be read and evaluated, a proposer's governing board must be at least fifty-one percent (51%) mental health consumer. At its meeting, the MHSOAC will review and vote on approval of the draft outline.

This 51% mental health consumer on governing board requirement is taken from the Substance Abuse and Mental Health Services Administration's (SAMHSA) publication Consumer-Operated Services Evidence-Based Practices (EBP) KIT, Building Your

Program Booklet.¹ In this publication, SAMHSA has provided a national standard for consumer representation on governing boards.

Proposed Motion:

The MHSOAC approves the Draft Outline for Request for Proposals (RFP) for Client Stakeholder Contract.

¹ Substance Abuse and Mental Health Services Administration. (*Consumer-Operated Services: Building Your Program*. HHS Pub. No. SMA-11-4633, Rockville, MD: Center for Mental Health Services, Substance Abuse and Mental Health Services Administration, U.S. Department of Health and Human Services, 2011.