

Working Timeline for
2014 Client and Family Leadership Committee
Charter Activities

Activity	Start date	End date	To Commission, if applicable
1. Utilize the Community Forum Workgroup to continue quarterly Community Forums via the CFLC to do the following:	February 27 Forum Workgroup report out -- CFLC member.	Ongoing.	
a) Provide the Commission with an annual written summary report of potential policy, communication and technical assistance implications. <i>(Forum Workgroup Activity)</i>	Early September Forum Workgroup to review draft outline of Annual Report of feasible number of forums. October 21 Forum Workgroup to finalize Annual Report of feasible number of forums.	November 2014 Presentation provided to Commission of final Annual Report.	November 20, 2014 Present to Commission to consider policy, communication and technical assistance implications that are aggregated from Forums.
b) Prepare and post a written summary report after each Forum. <i>(Forum Workgroup Activity)</i>	January 2014 <i>On-going after each Forum.</i>	Posted within 60 days after each Forum.	
c) Identify CFLC members and alternates to serve on the Community Forum Workgroup and identify replacements when necessary. <i>(Forum Workgroup)</i>	February 27 Commissioner Nelson announces alternate choices.	December 2014 <i>Members assigned for new 2-year term that includes representation from the CFLC and CLCC.</i>	
d) Review methods for synthesizing information collected from Community Forums for the purpose of quality improvement. <i>(Forum Workgroup Activity)</i>	April 15 Forum Workgroup to discuss suggestions for quality improvement of current methods. June 17 Present to Forum Workgroup researched alternatives considered for quality improvement.	August 19 Present final recommended methods for quality improvement to CFLC.	
2. Expand and diversify the methods by which the MHSOAC receives input from people with lived experience of mental illness. a) Determine strategies to expand and diversify.	June 17 Update on efforts to increase participation and tracking number of attendees—in prep for report to Commission.	August 19 Presentation of recommended strategies to increase diversification of methods to increase input to MHSOAC and Committees from persons	September 25, 2014 Report from Contractors to Commission on status of stakeholder contract efforts and results.

<p>public participation in MHSOAC and Committee meetings to the fullest extent.</p> <p>b) Suggest strategies to expand methods by which people with lived experience can provide input (in person, online, written, other).</p>	<p>June 17 Brainstorm ways to promote people involved with stakeholder groups to find ways to increase participation.</p>	<p>with lived experience of mental illness.</p>	
<p>3. Develop strategies for promotion of client and family employment in the mental health system.</p> <p>a) Provide information to the MHSOAC in support of statewide peer certification.</p>	<p>April 15 Presenting update on statewide efforts (DHCS/OSHPD/CMHPC) to go for Peer Certification. Any steps accomplished.</p> <p>June 17 Update on progress made and provide input into any critical issues that come up.</p>	<p>August 19 Continuous update and identify input as needed.</p>	<p>September 25 Presentation to Commission on progress among state entities regarding seeking statewide Peer Certification.</p>
<p>4. Report findings of the Crisis Intervention (CIT) Training survey that was conducted 2013 statewide.</p>	<p>April 15 Progress report on findings regarding CIT research.</p>	<p>June 17 Share with stakeholders and those interested in outcomes.</p>	
<p>5. Conduct the stakeholder orientation prior to the Commission meetings.</p>	<p>January 2014 <i>On-going before each Commission meeting and tracking attendees.-- Using set-up procedure to facilitate.</i></p>	<p>December 2014</p>	
<p>6. Create Work Group to review methods to engage individuals with serious mental illness who have not fully benefitted from MHSO services or reached recovery.</p>	<p>April 15 Update from Workgroup.</p> <p>June 17 Update from Workgroup.</p>	<p>August 19 Present findings to CFLC regarding review of methods.</p> <p>October 21 Determine next steps regarding Workgroup's efforts.</p>	
<p>7. Provide input on MHSOAC evaluation efforts as needed.</p>	<p>April 9 On-going as needed when input is sought.</p>	<p>October 21 Presentation per Chief, Research and Evaluation.</p>	
<p>8. Communicate to the Commission and/or staff lessons learned and best practices from evaluations to improve programs and policy as part of quality.</p>	<p>June 19 Discuss evaluative approaches to utilize outcomes from Forums.</p> <p>August 19</p>	<p>October 21 On-going.</p>	

improvement feedback.	On-going.		
9. Work with Department of Health Care Services (DHCS) to obtain updates on the development of the MHSA Issue Resolution Process.	April 15 Update from DHCS on efforts.		

Note:

Charter Item Number 7 is an activity that is contingent on evaluation efforts where the CFLC will be invited to participate and provide input.

Charter Item Number 8 is an on-going activity resulting from lessons learned and best practices from evaluations that are useful for quality improvement to be communicated to the Commission and/or staff as needed.

Parking Lot Items for Next Year:

1. Committee polled for Community Forum site selection for 2015.
2. Consider Skype capacity for meeting participation remotely.