

PREPARED BY: Grass, Oseguera, Best, DATE MATERIAL PREPARED: 02/04/10
Lowder, Yeroshek, Lee, Whitcomb

AGENDA ITEM: **Adopt MHSOAC 2010 Work Plan**

- ENCLOSURES:**
- 2010 Work Plan Power Point
 - 2010 Calendar/Timeline
 - 2010 Draft Charters and Membership Rosters:
 - Client and Family Leadership Committee
 - Cultural and Linguistic Competence Committee
 - Evaluation Committee
 - Mental Health Funding and Policy Committee
 - MHSOAC Services Committee

OTHER MATERIAL RELATED TO ITEM:

MHSOAC 2010 Work Plan

During the January 28, 2010 MHSOAC meeting, Chair Poat presented the 2010 Work Plan. The PowerPoint presentation outlined the priorities that the MHSOAC will focus on in 2010. The presentation integrated the Chair’s priorities with the goals and objectives developed by the committees, which are reflected in their committee charters.

a. Adopt 2010 Priorities

The 2010 priorities, listed below, are up for adoption by the MHSOAC:

1. Fund and execute all MHSA components
 - County administered
 - Inaugurate statewide PEI projects
2. Implement Accountability Framework
 - MHSA Evaluation (Phase I)
 - Financial Report
3. Address Period of Financial Volatility: 2010 through 2014
4. Envision opportunities for restored financial growth 2014 through 2019
5. Five Year Review of MHSOAC Processes
 - Stakeholder engagement
 - Commission procedures

Proposed Motion:

The Commission adopts the 2010 Priorities from the 2010 Work Plan

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b. Adopt 2010 Calendar/Timeline/Monthly meeting goals

The 2010 Calendar incorporates the 2010 priorities outlined by Chair Poat in January and provides the strategic vision for the Commission in the upcoming months with a time-line of activities and work deliverables that will enable the Commission to accomplish and monitor its goals.

The 2010 Calendar contains:

- Commission Agenda activities, reports, presentations and plan approvals for each month
- Committee activities and deliverables
- Plan Review forecasted activities (i.e., plan updates, plan reviews, guidelines, analysis on proposed regulations, technical assistance, etc.)
- Communication activities

Proposed Motion:

The Commission adopts the 2010 Calendar

c. Adopt 2010 Committee Charters and Committee Memberships

Enclosed are the draft 2010 Committee charters and membership rosters:

- Client and Family Leadership Committee
- Cultural and Linguistic Competence Committee
- Evaluation Committee
- Mental Health Funding and Policy Committee
- MHSOAC Services Committee

Proposed Motion:

The Commission adopts the 2010 Committee charters and 2010 committee memberships

d. Adopt changes to Rules 1.3, 1.4, and 5.1 of the MHSOAC Rules of Procedure

During the January 28, 2010 MHSOAC meeting, Chair Poat presented the 2010 Work Plan which included a new schedule for the election of the MHSOAC Chair and Vice-chair. The proposed amendment to Rules 1.3 and 1.4 reflect this new schedule.

The idea for the proposed amendment to Rule 5.1 was generated from discussion at the Stakeholder forum held on January 29, 2010.

Below are the proposed rules. Strikeout text is proposed language to be deleted and underlined text is proposed language to be added.

Rule 1.3 Chair

The Chair shall be elected at the October ~~November~~ MHSOAC meeting by a majority of the voting members of the MHSOAC. The Chair shall assume all duties and preside at all MHSOAC meetings starting the following January. The term of the Chair shall be one year.

In the event of resignation or death of the Chair the Vice Chair shall assume all of the responsibilities of the Chair until a successor is elected. The election shall be held within sixty (60) days after such resignation or death.

Rule 1.4 Vice Chair

The Vice Chair shall be elected at the October ~~November~~ MHSOAC meeting by a majority of the voting members of the MHSOAC. The Vice Chair shall assume all duties starting the following January. The term of the Vice Chair shall be one year. The Vice Chair fulfills the role of Chair and presides at meetings in the absence of the Chair.

When neither the Chair nor Vice Chair is available to run all or part of the meeting, e.g., both officers may be absent, need to leave the room, or are disqualified from discussion and action on an item due to conflict of interest the most senior Commissioner shall preside at the meeting.

5.1 Committee Structure

The MHSOAC shall establish one or more standing Committees as necessary to provide technical and professional expertise pursuant to Welfare and Institutions Code Section 5845 (d)(2). Such Committees provide guidance, review materials, and make recommendations to the MHSOAC, and, in rare instances, when given delegated authority by the MHSOAC, make decisions on behalf of the MHSOAC.

The Commission Chair shall appoint a Chair and Vice-chair for each standing Committee from among the Commission’s membership. Each year the Commission Chair may reappoint a Committee Chair and Vice-chair.

Ideally each standing Committee shall have a maximum of 15 members and shall include public membership. Of this public membership, at least two shall be consumers, at least two shall be family members or care givers of consumers, and at least two shall be members of underserved ethnic and cultural communities. Public membership of each Committee shall be selected by the Committee Chair

and Vice-chair. In their recruitment and appointment, Committee Chair and Vice-chair shall pay special attention to issues related to cultural diversity and competency. Commission staff and/or consultants will staff each Committee.

The membership of each Committee will be confirmed every other year at the January MHSOAC meeting. In the intervening time each Committee Chair has discretion to modify the Committee membership based upon the needs of the Committee.

If a Committee member cannot attend a Committee meeting the member will notify the Committee Chair and the Committee staff member of such absence in advance of the Committee meeting. If a Committee member misses more than one (1) Committee meeting without notice or three (3) Committee meetings in a calendar year with notice the Committee Chair has discretion to decide whether it is in the best interest of the Committee to have that Committee member replaced.

The MHSOAC currently has the following standing Committees:

- Client & Family Leadership
- Cultural and Linguistic Competence
- Mental Health Funding & Policy
- Mental Health Services
- Evaluation

In addition to the above listed standing Committees the MHSOAC currently also has an Operations Committee that is composed of the Chair or the Vice-chair of each standing Committee. The Commission Chair and Vice-chair are the Chair and Vice-chair of the Operations Committee. The Operations Committee is exempt from the public membership listed above and it is not authorized to take policy positions on behalf of the Commission unless the Commission specifically delegates such authority.

Proposed Motions:

The Commission adopts the proposed amendments to Rules 1.3 and 1.4

The Commission adopts the proposed amendment to Rule 5.1