

VICTOR CARRION, M.D.  
Chair  
JOHN BUCK  
Vice Chair  
TOBY EWING  
Executive Director

April 24, 2015

All County Mental Health Directors  
All County MHSA Coordinators

Dear County Mental Health Director or MHSA Coordinator:

This letter contains an attachment with instructions on what needs to be included in the Mental Health Services Act (MHSA) Fiscal Year (FY) 2015-2016 MHSA Annual Update. Please ensure that the FY 2015-2016 MHSA Annual Update documents are completed and submitted to the Mental Health Services Oversight and Accountability Commission (MHSOAC) within 30 days of adoption by your Board of Supervisors.

For those counties that have already posted their plans for the 30-day public comment period on or before April 30, 2015, the counties have the option of using these instructions or the 2014/15 through 2016/17 Three Year Program and Expenditure Plan Instructions.

A robust and meaningful stakeholder process is the key to the success of the MHSA. These instructions outline what statute and regulations require in a stakeholder process including specifying what should be included in an update beyond the stakeholder process. Please consider these instructions as the statutory minimum. A county always retains the right to showcase their programs or stakeholder process by including more than the statutory minimum in whatever way it chooses.

The Commission continues to appreciate how you strive to implement the letter and spirit of the MHSA. It is through your continued dedication to the MHSA's values that the Act succeeds and those living with serious mental illness are served according to its intent.

If you have any questions about these instructions, please feel free to email us at [mhsoac@mhsoac.ca.gov](mailto:mhsoac@mhsoac.ca.gov).

Best regards,



TOBY EWING, Ph.D.  
Executive Director  
Mental Health Services Oversight and Accountability Commission