



SAN MATEO COUNTY HEALTH

**BEHAVIORAL HEALTH
& RECOVERY SERVICES**

Mental Health Services Act (MHSA) Steering Committee

Goals

The MHSA Steering Committee plays a critical role in the Community Program Planning (CPP) processes, and the development of the MHSA Three-Year Program and Expenditure Plan and Annual Updates. As informed by members, the Goals of the MHSA Steering Committee include the following:

1. Represent diverse community and stakeholder voices.
2. Support the participation of individuals living with mental health challenges, their families and direct service providers.
3. Develop meaningful and simplified input processes.
4. Include equity and inclusion in all MHSA processes and priorities.
5. Actively participate in MHSA Steering Committee meetings, workgroups and other input processes.
6. Engage in funding, planning, implementation and evaluation decisions of MHSA services and programs.
7. Review input received through CPP processes, make recommendations and prioritize programs and funding allocations.

Meetings

The MHSA Steering Committee meets four (4) times per year* and are scheduled for the first Thursday in February, May, September, and December at 3pm. All MHSA Steering Committee meetings are open to the public and will include time for public comment and means for submission of written comments.

Given that there are only 4 meetings per year, consistent attendance is very important and members who miss two meetings over the course of a year may be removed from the committee. Extenuating circumstances will be considered.

**Every three years, to support the MHSA Three-Year Plan development, there may be additional meeting(s) to allow for deeper engagement in the Community Program Planning processes.*

Workgroups

The MHSA Steering Committee will host be up to two (2) small workgroups per year focused on a specific MHSA topic that is aligned with MHSA planning needs and may require more intensive planning, improvements, evaluation and/or other recommendations (e.g. housing, full service partnerships, innovation, community program planning, etc.). The workgroups will be time-limited and made up of 10-12 participants to allow for deeper engagement.



Workgroup participation guidelines include the following:

- Participation is open to the public
- Individuals interested in participating will complete a Workgroup Participation Survey
- A selection group, made up of an MHSA Steering Committee co-chairperson, an MHSA Steering Committee member and the MHSA Manager, will review the completed surveys and select the workgroup participants
- Selection of participants will prioritize lived experience of clients and family members, cultural and stakeholder diversity and “first-come, first-serve,” completion of the Participation Survey
- Workgroup participants will be required to attend all meetings and may have some “homework” in between meetings (e.g. review materials in advance, review data, research, etc.)

Composition & Membership

The MHSA Steering Committee was established as a Standing Committee of the Mental Health and Substance Abuse Recovery Commission (MHSARC), which requires the appointment of 1-2 chairperson(s) to the committee and support from the MHSA Manager.

Membership includes a broad and diverse set of stakeholders as described below.

- At least 50% representing clients/consumers and families of clients/consumers
- At least 50% representing marginalized cultural and ethnic groups including, Pacific-Islander, LGBTQ, African-American, Filipino, Latino, Chinese, Native American and others
- Maximum 2 members representing any one agency (employees or Board members)
- Minimum 1 member representing each of the following stakeholder groups:
 - Client/Consumers (youth, transition-age youth)
 - Client/Consumers (adults, older adults)
 - Families of clients/consumers
 - Providers of mental health and substance use services
 - Providers of social services
 - Cultural competence and diversity
 - Disabilities
 - Education
 - Health care
 - Law enforcement
 - Veterans and /or representatives from veterans organizations
 - Other interests (faith-based, aging and adult services, youth advocacy, etc.)

Members of the Steering Committee will be appointed by a “membership selection group” consisting of an MHSA Steering Committee member(s), a representative of the Office of Consumer and Family Affairs and/or the Office of Diversity & Equity and the MHSA Manager.

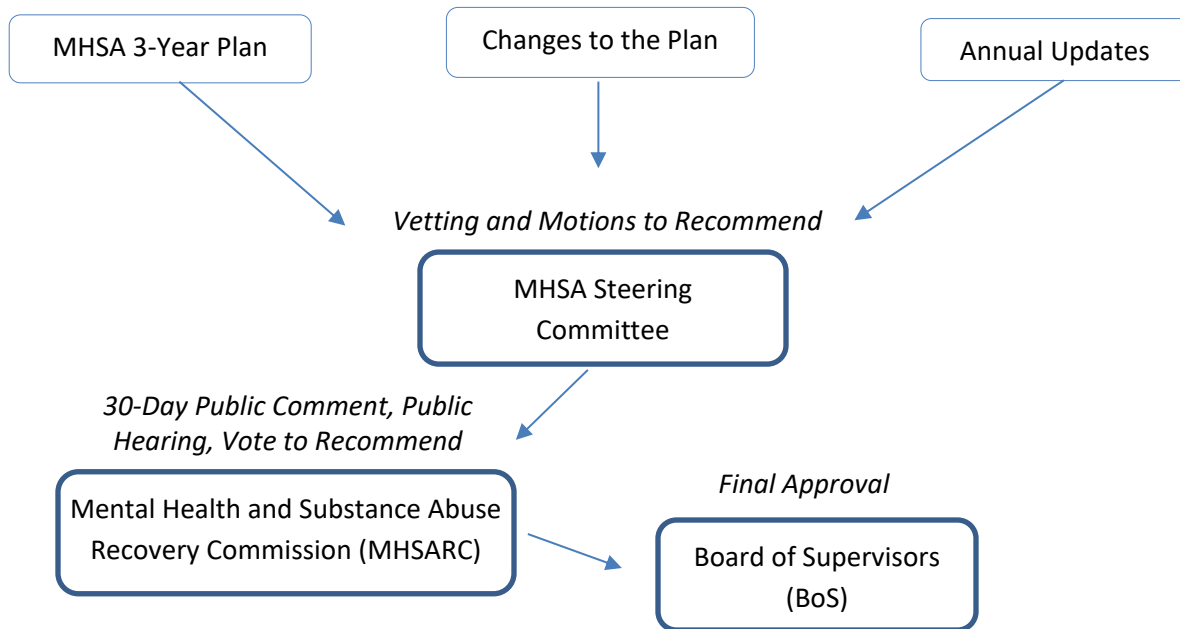
Applications will be accepted on a rolling basis and reviewed in the Spring and Fall of each year. New members will be required to attend an initial orientation, provided by the MHSA Manager.

Please visit the MHSA website www.smchealth.org/bhrs/mhsa for the MHSA Steering Committee application and the most up-to-date membership list.



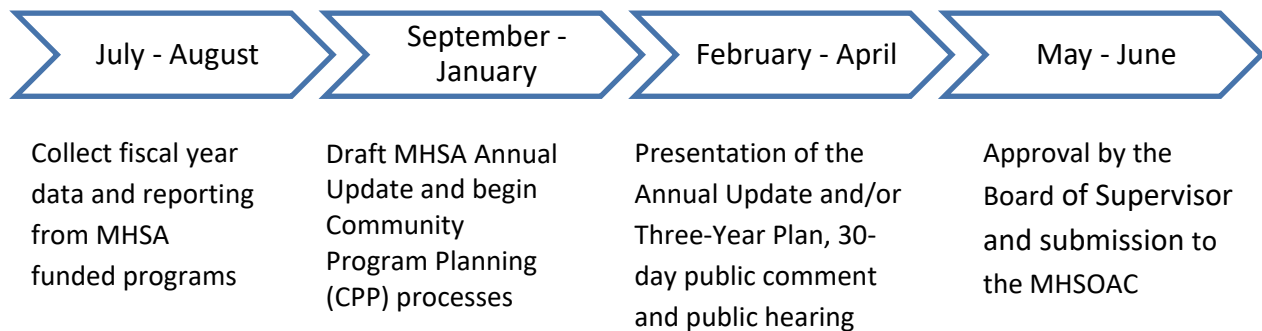
MHSA Planning

The MHSA Three-Year Program and Expenditure Plan, any changes and Annual Updates must include a 30-day public comment period and a public hearing hosted by the Mental Health and Substance Abuse Recovery Commission.



Planning Timeline

- Current Three-Year Implementation: July 1, 2020 - June 30, 2023
- Annual Updates Due: June 30th of each year
- Next Three-Year Planning Begins: September 2022
- Next Three-Year MHSA Plan Due: June 30, 2023



For any additional questions about the the MHSA Steering Committee please contact Doris Estremera, MHSA Manager at mhsa@smcgov.org or (650) 573-2889.

