



## MHSA Steering Committee

The MHSA Steering Committee plays a critical role in the development of MHSA program and expenditure plans. Specifically, the MHSA Steering Committee makes recommendations to the planning and services development process and as a group, assures that MHSA planning reflects local diverse needs and priorities, contains the appropriate balance of services within available resources and meets the criteria and goals established. The Steering Committee meetings are open to the public and will include time for public comment as well as means for submission of written comments.

### Guiding Principles

- Focus on wellness, recovery and resilience
- Cultural and linguistic competency
- Consumer/family-driven services
- Integrated service experience for families and consumers
- Community collaboration

### Composition and Membership

The Steering Committee will be co-chaired by a member of the Board of Supervisors and the chair of the Mental Health and Substance Abuse Recovery Commission (MHSARC). Membership will include a broad and diverse set of stakeholders as listed below.

At least 50% of Steering Committee members will represent:

- Clients/consumers; and
- Families of children, adults, and seniors clients/consumers.

At least 50% of ALL positions will include individuals from diverse cultural and ethnic groups including, Pacific-Islander, LGBTQ, African-American, Filipino, Latino, Chinese, and Native American groups.

Minimum 1-2 seats will represent:

- Client/Consumers (youth, transition-age youth)
- Client/Consumers (adults, older adults)
- Families of children, adults, and seniors 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 the BHRM Director after recommendations by a MHSMA Membership Selection Group consisting of the MHSMA Manager, MHSMA Steering Committee member(s) and a representative of the Office of Consumer and Family Affairs and/or the Office of Diversity & Equity. Applications will be accepted on a rolling basis and reviewed during January and May of each year. All selected members will be required to attend an initial orientation regardless of previous experience with organizations or agencies, such as boards, committees, workgroups, service providers, etc. Please visit the MHSMA website [www.smchealth.org/bhrs/mhsa](http://www.smchealth.org/bhrs/mhsa) for the MHSMA Steering Committee application and the most up-to-date membership list.

### Roles and Responsibilities

The Steering Committee will oversee the Community Program Planning (CPP) process and development of the MHSMA Three-Year Program and Expenditure Plan (MHSMA Plan) and the Annual Updates. The role of the Steering Committee will be to assure that the recommended MHSMA Plan

- reflects local needs and priorities,
- contains the appropriate balance of services within available resources, and
- meets the criteria and goals established by the state Mental Health Services Oversight Accountability Commission (MHSOAC).

*Instructions and guidelines for the development of the plan can be found at the MHSOAC website, [www.mhsoac.ca.gov](http://www.mhsoac.ca.gov).*

### **The Steering Committee will also:**

- Review input received through the CPP process and make recommendations for strategy development.
- Recommend priorities for inclusion in the MHSMA Plan. The MHSARC will open a 30-day public comment period for the Draft MHSMA Plan and subsequently, a public hearing.

### MHSMA Planning Timeline

MHSMA planning, implementation and updates are on a Fiscal Year (FY) calendar July 1 – June 30.

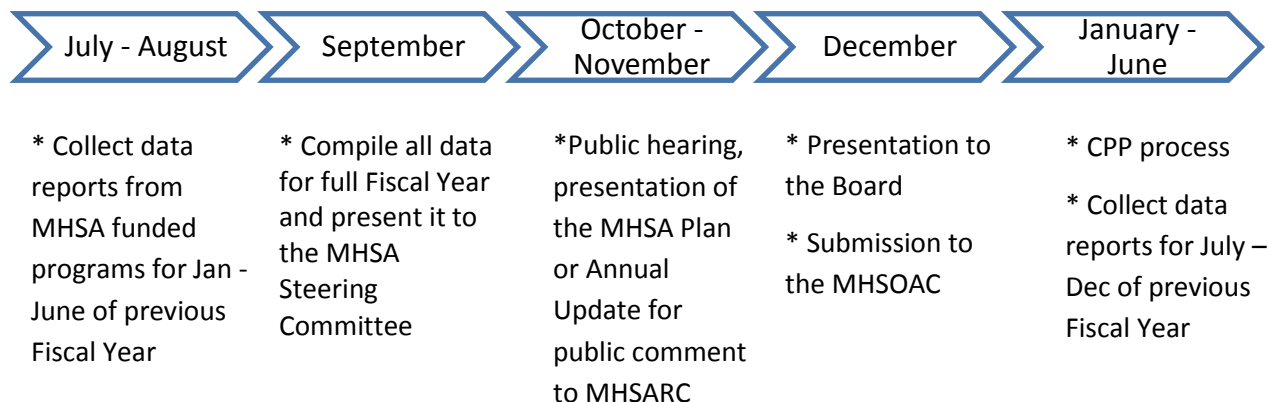
**Counties are required to plan for and submit a Three-Year MHSMA Plan and Annual Updates each year.**

**Current Three-Year Implementation Phase:** July 1, 2014 through June 30, 2017

**Annual Updates Due:** December 2015, December 2016, December 2017

**Next Three-Year Planning Phase:** January 2017 – April 2017

**Next Three-Year MHSMA Plan Due:** December 2017



### Steering Committee Meetings

- The MHSA Steering Committee will **meet twice a year** in the Fall and Spring during Implementation Phase July 1, 2014 – June 30, 2017.
- As we begin the Planning Phase, January 2017 – April 2017 for the next three years of MHSA services there may be 1-2 additional meetings to allow for more engagement in the CPP process and making recommendations.

Given that there are only 2-4 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 and the MHSA Membership Selection Group will make the final decision. We will make every attempt to provide you meeting date, time and location well in advance.

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