



SAN MATEO COUNTY HEALTH

BEHAVIORAL HEALTH & RECOVERY SERVICES

Mental Health Services Act (MHSA) Steering Committee

The MHSA Steering Committee plays a critical role in the development of MHSA program and expenditure plans. 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.

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 includes all members of the MHSARC and will include a broad and diverse set of stakeholders as described below.

- At least 50% represent clients/consumers and families of clients/consumers.
- At least 50% represent marginalized cultural and ethnic groups including, Pacific-Islander, LGBTQ, African-American, Filipino, Latino, Chinese, Native American and others.
- Maximum 2 member representatives (employees or Board members) from any one agency .
- Minimum 1 member to fill each stakeholder seat listed below:
 - 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 the BHRS Director after recommendations by a membership selection group consisting of the MHSA Manager, MHSA 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 in the Spring and Fall 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 MHSA website www.smchealth.org/bhrs/mhsa for the MHSA 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 MHSAs Three-Year Program and Expenditure Plan (MHSAs Plan) and the Annual Updates. The role of the Steering Committee will be to assure that the recommended MHSAs Plan

- Reflects local needs and priorities
- Contains the appropriate balance of services within available resources
- Meets the criteria and goals established by the state Mental Health Services Oversight Accountability Commission (MHSOAC)

The Steering Committee will also:

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

MHSAs Planning Timeline

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

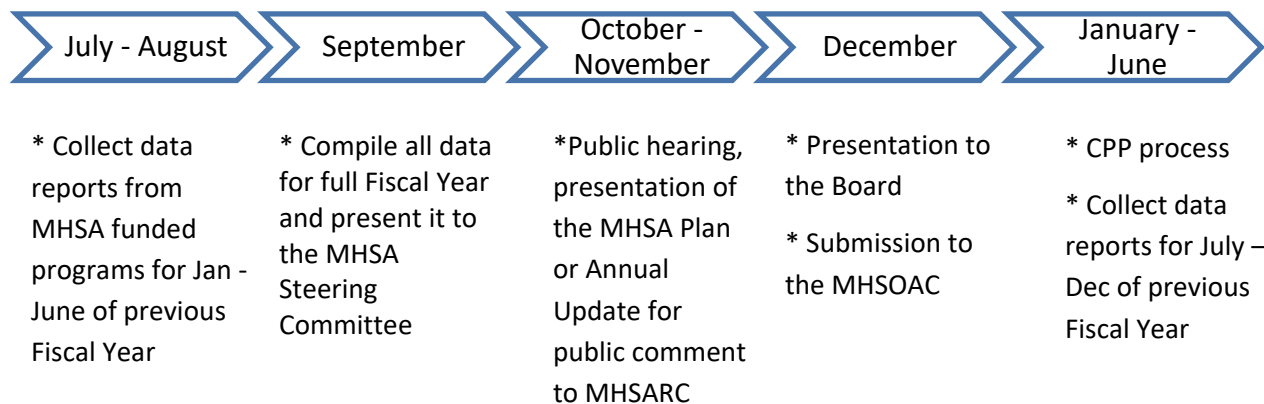
Counties are required to plan for and submit a Three-Year MHSAs Plan and Annual Updates each year.

Current Three-Year Implementation Phase: July 1, 2017 through June 30, 2020

Annual Updates Due: December 2018, December 2019, December 2020

Next Three-Year Planning Phase: January 2020 – April 2020

Next Three-Year MHSAs Plan Due: December 2020



Steering Committee Meetings

- **Meet twice a year** in the Fall and Spring during Implementation Phase.
- During the Planning Phase for the MHSAs Three-Year Plan 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.

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