MHSA provides a dedicated source of funding in CA for mental health services by imposing a 1% tax on personal income in excess of $1 million. The MHSA Steering Committee has the important role of making recommendations to the planning and services funded by MHSA in San Mateo County. For more information on MHSA in San Mateo County, please visit www.smchealth.org/bhrs/mhsa

MHSA Steering Committee Meeting

Please join us!
The MHSA Steering Committee meets twice a year and has the important role of making recommendations to the planning and services development process of MHSA to ensure that local diverse needs and priorities are reflected.

Tuesday, March 15, 2016 / 3-5 pm
399 Marine Pkwy, Redwood City, CA

Agenda items include updates on the MHSA Innovations projects and the new PEI regulations and providing input on the new MHSA grievance process and steering committee membership process.

*open to the public
*stipends available for consumers/clients participating in this meeting
*language interpretation and childcare are available, please contact Doris Estremera at (650)573-2889 or destremera@smcgov.org to reserve these services
*light refreshments will be provided

For questions and/or comments, contact:
Doris Estremera, MHSA Manager
(650)573-2889
destremera@smcgov.org
Mental Health Services Act (MHSA) Steering Committee
Tuesday, March 15, 2016 / 3:00 - 5:00 PM
Redwood Shores Library, Community Room, 399 Marine Pkwy, Redwood City, CA 94065

AGENDA

1. Welcome & Introductions 3:10 PM
   Supervisor Dave Pine, District 1, Board of Supervisors

2. MHSA Background & Updates 3:15 PM
   - Annual Update, Innovations and Public Comment Period
   - New PEI Regulations
   Doris Estremera, MHSA Manager
   Steve Kaplan, Director BHRS

3. MHSA-Funded Program Presentation 3:30 PM
   - Digital Storytelling

4. Input 4:00 PM
   - MHSA Grievance Process
   - MHSA Steering Committee Membership Process

5. Announcements 4:30 PM

6. Adjourn 4:45 PM

MARK YOUR CALENDARS!
A Public Hearing to close the 30-day comment period for the MHSA Innovation Plans will take place at the next Mental Health Substance Abuse and Recovery Commission meeting.

MHSARC Meeting, Wednesday, April 6, 2016, 3-5pm
Health System Main Campus, Room 100,
225 37th Ave. San Mateo, CA 94403
Mental Health Services Act (MHSA) Steering Committee

March 15, 2016

San Mateo County Health System
Behavioral Health and Recovery Services
www.smchealth.org/bhrs/mhsa
Background – MHSA

- Proposition 63 (2004) – 1% tax on personal income in excess of $1 mill

<table>
<thead>
<tr>
<th>Component</th>
<th>Annual Funding Allocation</th>
<th>Reversion Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Services and Supports (CSS)</td>
<td>75—80%</td>
<td>3 years</td>
</tr>
<tr>
<td>Prevention and Early Intervention (PEI)</td>
<td>15—20%</td>
<td>3 years</td>
</tr>
<tr>
<td>Innovations (INN)</td>
<td>5%</td>
<td>3 years</td>
</tr>
<tr>
<td>Workforce Education and Training (WET)</td>
<td>One Time Funding</td>
<td>10 years (expires 6/30/18)</td>
</tr>
<tr>
<td>Capital Facilities and Information Technology</td>
<td>One Time Funding</td>
<td>Completed</td>
</tr>
<tr>
<td>Housing</td>
<td>One Time Funding</td>
<td>Completed</td>
</tr>
</tbody>
</table>

- Stakeholder Input Process and Annual Updates
MHSA Innovation Process

Three-Year Plan
CPP Process

Three-Year Plan Submitted

Steering Cmtee Prioritization

30-Day Public Comment Period

RFP Process and Applications to the MHSOAC

LOI Process

MHSARC Recommendation and BoS Approval

State MHSOAC Approval

Contracts and Implementation

CPP – Community Program Planning
RFP – Request for Proposal
LOI – Letter of Interest
MHSOAC – Mental Health Services Oversight and Accountability Commission (State of CA)
MHSARCC – Mental Health Substance Abuse and Recovery Commission
BoS – Board of Supervisors
## Proposed INN Projects

<table>
<thead>
<tr>
<th>Category</th>
<th>Project / Next Step</th>
<th>Estimated cost per year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alternative Healing Practices</td>
<td>NMT expansion to adults (Expansion)</td>
<td>$100,000</td>
</tr>
<tr>
<td>Client Advocacy</td>
<td>Youth Health Ambassador Program (RFP Released 12/15/15)</td>
<td>$250,000</td>
</tr>
<tr>
<td>LGBTQQI</td>
<td>Coordinated LGBTQQI services (RFP Released 1/15/16)</td>
<td>$700,000</td>
</tr>
<tr>
<td>Housing</td>
<td>TBD (no LOI’s received)</td>
<td>TBD</td>
</tr>
<tr>
<td>Technology Innovations</td>
<td>Social media and texting for youth in crisis (Expansion**)</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>Client lifestyle data tracking app (Pilot followed by RFP)</td>
<td>$200,000</td>
</tr>
</tbody>
</table>

*listed in order of Steering Committee prioritization

**StarVista currently runs the youth crisis line for San Mateo County
More MHSA Updates

Evaluation Activities
- Harder + Co – outreach and PEI evaluation implementation
- AIR – FSP outcome report

New PEI Guidelines
- In effect January 1, 2016
- Implementation
  - MHSA Steering Cmtee input
  - Statewide meeting with MHSOAC
  - Next steps: bring PEI programs together, begin setting up infrastructure
Program Presentation

Digital Storytelling
MHSA Community Program Planning (CPP)

- DHCS has incorporated MHSA questions into Triennial Medi-Cal Review
- Strong emphasis on CPP process requirements (handout)
- In an effort to be proactive we are looking at two specific areas to strengthen:
  - MHSA Steering Committee membership
  - MHSA Issue Resolution process
Input Activity
- Small Group Breakouts

- Current state

- Refer to Handout re: MHSA Steering Committee
  - Initial reactions to the proposed changes, comments/concerns?
    - 50% represent families/clients
    - 50% cultural diverse backgrounds
    - Stakeholder groups
    - Selection process
    - Attendance

- Moving forward – interest in selection group, grandfathering in, other?

- Report back (10min)
Public Comment
Announcements

• MHSA website subscriber feature, BHRS blog, Wellness Matters
  www.smchealth.org/bhrs/mhsa
  http://smcbhhrsblog.org
  www.smchealth.org/bhrs/wm

• MHSARC Meeting every 1st Wed of the month
  MHSA Public Hearing for Innovation Plans
  April 6, 2016 (3-5pm)
  225 37th Ave. San Mateo, Room 100

• Other Announcements?
Thank you!

For questions or comments contact:
Doris Estremera, MHSA Manager at destremera@smcgov.org or (650) 573-2889
MHSA Community Program Planning (CPP)  
Summary of Requirements

Who Should Be Involved in the Stakeholder Process  

WIC § 5848 states that each Annual Update shall be developed with local stakeholders, including:

- Adults and seniors with severe mental illness
- Families of children, adults, and seniors with severe mental illness
- Providers of mental health services
- Law enforcement agencies
- Education
- Social services agencies
- Veterans and representatives from veterans organizations
- Providers of alcohol and drug services
- Health care organizations
- Other important interests (e.g., individuals served by Prevention and Early Intervention (PEI) and Innovation (INN) projects).

CCR § 3300 further includes:

- Representatives of unserved and/or underserved populations and family members of unserved/underserved populations.
- Stakeholders that reflect the diversity of the demographics of the county, including but not limited to, geographic location, age, gender, and race/ethnicity
- Clients with serious mental illness and/or serious emotional disturbance, and their families.

What Should be Included in the Stakeholder Process  

WIC § 5848 states that counties shall demonstrate a partnership with constituents and stakeholders throughout the process that includes meaningful stakeholder involvement on:

- Mental health policy
- Program planning
- Implementation
- Monitoring
- Quality improvement
- Evaluation
- Budget allocations.

CCR § 3300 states that involvement of clients and their family members be in all aspects of the CPP process and that training shall be offered, as needed, to stakeholders, clients, and client’s family who are participating in the process.

Standards  

CCR § 3320 states that counties shall adopt the following standards in planning, implementing, and evaluating programs:
1. Community collaboration
2. Cultural Competence
3. Client-Driven
4. Family-Driven
5. Wellness, recovery, and resilience-focused
6. Integrated service experiences for clients and their families

Public Review  

WIC § 5848 states that a draft Annual Update shall be prepared and circulated for review and comment for at least 30 days to representatives of stakeholder interests and any interested party who has requested a copy. Additionally, the mental health board shall conduct a public hearing on the draft Annual Update at the close of the 30-day comment period. It also should review the adopted Annual Update and make recommendations for revisions.

From pages 2-3 of the MHSOAC FY 2015-2016 MHSA Annual Update Instructions
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 of BHRS
- Families of children, adults, and seniors clients/consumers of BHRS

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, TAY, adults, older adults, substance abuse)
- Families of children, adults, and seniors clients/consumers
- Providers of mental health and alcohol and drug services
- Providers of social services
- Law enforcement agencies
- Veterans and /or representatives from veterans organizations
- Health care organizations
- Education
- Cultural competence and diversity
- Disabilities
- Other interests (aging and adult services, youth advocacy, individuals served by PEI/INN, etc.)
Members of the Steering Committee will appointed by the BHRS Director after recommendations by a MHSA 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 biannually 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 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 MHSA Three-Year Program and Expenditure Plan (MHSA Plan) and the Annual Updates. The role of the Steering Committee will be to assure that the recommended MHSA 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.*

**The Steering Committee will also:**

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

**MHSA Planning Timeline**

MHSA 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 MHSA 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 MHSA Plan Due:** December 2017

<table>
<thead>
<tr>
<th>July - August</th>
<th>September</th>
<th>October - November</th>
<th>December</th>
<th>January - June</th>
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</thead>
<tbody>
<tr>
<td>* Collect data reports from MHSA funded programs for Jan - June of previous Fiscal Year</td>
<td>* Compile all data for full Fiscal Year and present it to the MHSA Steering Committee</td>
<td>* Public hearing, presentation of the MHSA Plan or Annual Update for public comment to MHSARC</td>
<td>* Presentation to the Board</td>
<td>* CPP process</td>
</tr>
<tr>
<td></td>
<td>* Collect data reports for July – Dec of previous Fiscal Year</td>
<td></td>
<td>* Submission to the MHSOAC</td>
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</tbody>
</table>
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 2-3 meetings per year, consistent attendance is very important. We will make every attempt to provide you meeting date, time and location well in advance. Unfortunately, our seats are limited and Steering Committee members who miss two consecutive meetings or two-thirds of 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.

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

Name: ____________________________________________________________
Address: _________________________________________________________________________________
Phone #: ___________________________ E-mail: _______________________________________________

1. Which stakeholder representative seat you are applying for (select all that apply)?
   - ☐ Client/Consumers (youth, TAY, adults, older adults, substance abuse)
   - ☐ Families of children, adults, and seniors clients/consumers
   - ☐ Providers of mental health and/or alcohol and drug services
   - ☐ Providers of social services
   - ☐ Law enforcement agencies
   - ☐ Veterans and /or representatives from veterans organizations
   - ☐ Health care organizations
   - ☐ Education
   - ☐ Cultural competence and diversity
   - ☐ Disabilities
   - ☐ Other interests (aging and adult services, youth, individuals served by PEI/INN, etc.)

2. Age: ☐ <15 years ☐ 16-25 years ☐ 26-59 years ☐ 60+ years ☐ Decline to state

3. Gender assigned at birth: ☐ Male ☐ Female ☐ Decline to state

4. Gender identity: ☐ Male ☐ Female ☐ Transgender ☐ Genderqueer
   - ☐ Questioning ☐ Decline to state ☐ Other: _______________________

5. Sexual orientation: ☐ Bisexual ☐ Gay/Lesbian ☐ Heterosexual ☐ Queer
   - ☐ Questioning ☐ Decline to state ☐ Other: _______________________

For more information about MHSA and the MHSA Steering Committee Roles and Responsibilities including current membership composition and past meeting materials, visit www.smchealth.org/bhrs/mhsa.
6. **Race/ethnicity: (select all that apply)**
   - □ African American □ Caucasian/White □ Native American □ Pacific Islander
   - Latino: □ Central American □ Mexican □ South American □ Other: __________
   - Asian: □ Chinese □ Filipino □ Other: __________
   □ Decline to state □ Other: __________

7. **What is your preferred language? (select ONE)**
   □ English □ Spanish □ Cantonese/Mandarin □ Tagalog □ Other: __________

8. **Do you have a disability or learning difficulty? (select all that apply)**
   □ Difficulty seeing □ Difficulty hearing □ Physical/mobility disability
   □ Learning disability □ Developmental □ Dementia
   □ Chronic health condition □ Other: __________

Signature: ________________________________
Name (printed): ________________________________
Date: ________________________________

Applications will be accepted on a continuous basis and reviewed bi-annually during January and May.

Please return your completed application via email, mail or fax to:
Colin Hart
225 37th Avenue, 3rd Floor
San Mateo, CA 94403-4324
Fax: (650) 573-2841
Email: MHSA@smcgov.org

SEE PAGE 3 FOR ADDITIONAL QUESTIONS
1. Please describe your experience working with organizations or agencies, such as boards, committees, workgroups, service providers, etc.?

2. What is your experience working with communities of culturally diverse backgrounds?

3. Every individual has strengths to contribute to a steering committee, what are some of the strengths you would bring to the Steering Committee?

For more information about MHSA and the MHSA Steering Committee Roles and Responsibilities including current membership composition and past meeting materials, visit www.smchealth.org/bhrs/mhsa.