



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 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 Mental Health and Substance Abuse Recovery Commission (MHSARC). Membership includes 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 2 members of the MHSARC
- 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 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 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

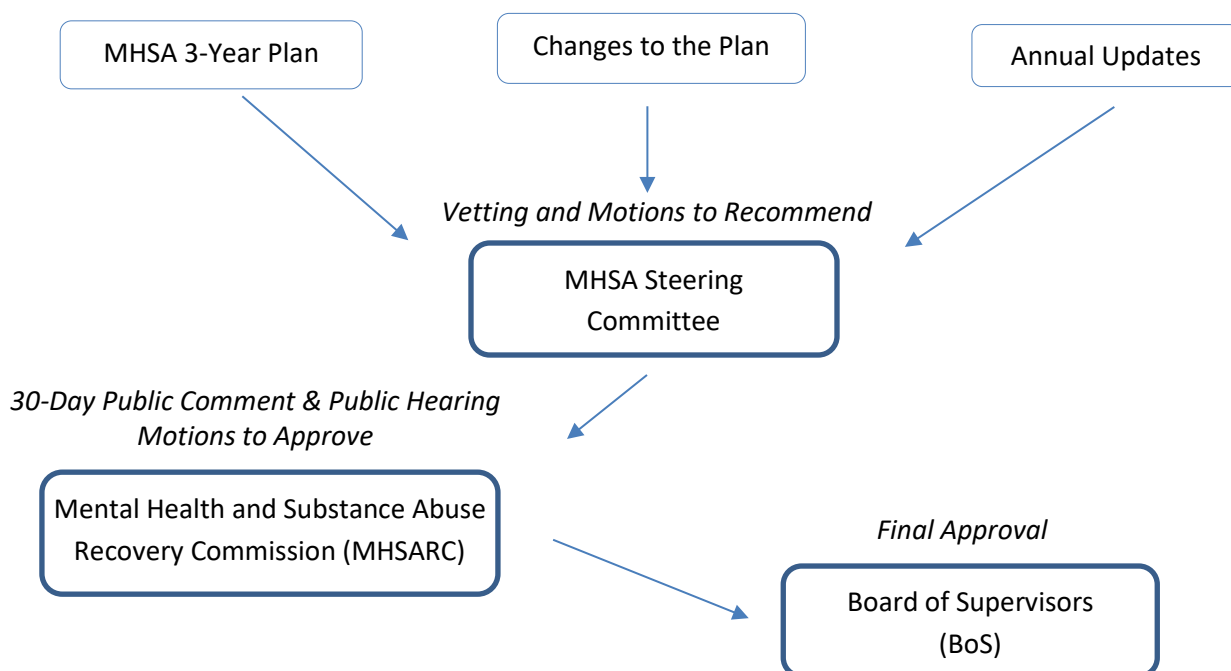
- Reflects local needs and priorities
- Contains the appropriate balance of services within available resources
- Meets the criteria and goals established by the State Mental Health Services Oversight Accountability Commission (MHSOAC)

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 MHSa Plan. The MHSARC will open a 30-day public comment period for the Draft MHSa Plan and subsequently, a public hearing.

MHSa Planning

All MHSa Three-Year Program and Expenditure Plans, changes to the plan and Annual Update reports must have a local mental health board public hearing at the close of a 30-day comment period, adopted by the county Board of Supervisors and submitted to the Mental Health Services Oversight and Accountability Commission (MHSOAC) within 30 days after Board of Supervisor adoption.



Timeline

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

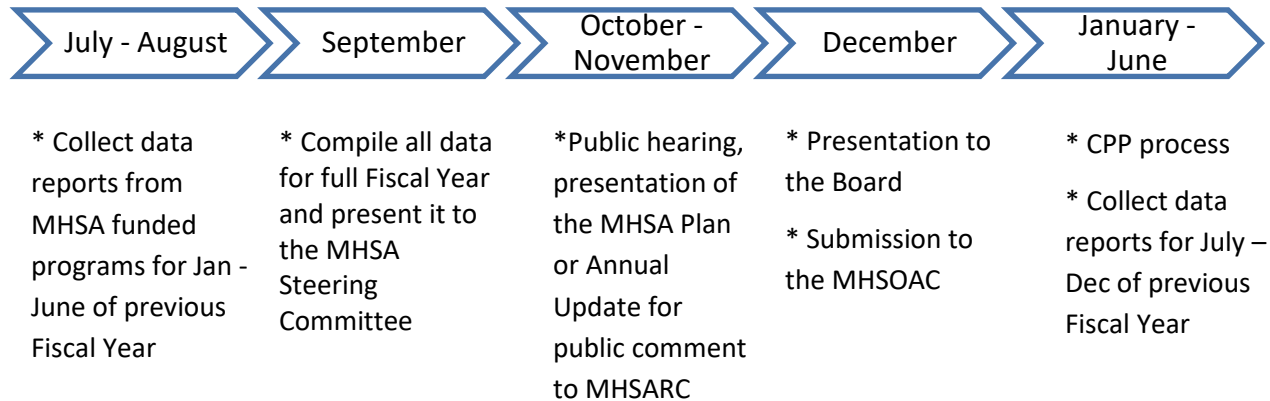
Counties are required to plan for and submit a Three-Year MHSA Plan and Annual Updates each year.

Current Three-Year Implementation Phase: July 1, 2020 through June 30, 2023

Annual Updates Due: June 30th each year

Next Three-Year Planning Phase: January 2023 – April 2023

Next Three-Year MHSA Plan Due: June 30, 2023



Steering Committee Meetings

- **Meet four times a year** during Implementation Phase.
- During the Planning Phase for the MHSA Three-Year Plan there may be additional meeting(s) to allow for more engagement in the CPP process and making recommendations.

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.

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