HOW DOES A BEHAVIORAL HEALTH COMMISSION EXERCISE ITS AUTHORITY?

*a dream without a plan is just a wish…*

ACTION PLANNING KEY ACTIONS

• Identify tasks that need to be completed
• Identify who is going to complete the task
• Establish a timeline for completing the task
• Know the outcomes you expect to achieve by completing the work/task
## Action Plan

**OBJECTIVE:**

<table>
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<tr>
<th>Activity: Identify the tasks that need to be completed to reach the objective.</th>
<th>Who: Identify the person(s) who are going to complete each task.</th>
<th>When: Establish a timeline for the completion of each task and review.</th>
<th>Notes: What else do we need to know to complete this task?</th>
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## SMART OBJECTIVES

**SMART** is a mnemonic acronym, giving criteria to guide in the setting of **objectives**, for example in project management, employee-performance management and personal development.

**SMART criteria are commonly attributed to Peter Drucker’s management by objectives concept.**
ACTION PLANNING
KEY ACTIONS

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DUTIES OF THE BOARD

Review and evaluate the community’s mental health needs, services, facilities, and special problems in any facility within the county or jurisdiction where mental health evaluations or services are being provided, including, but not limited to, schools, emergency departments, and psychiatric facilities.
Some ways to meet that requirement…

– Programs presented to board during meetings by community organizations
– Programs presented to board during meetings by staff
– Visits to programs in the communities
– Board meetings on the sites at various community programs
– System for evaluation of residential facilities/programs
– Holding "town halls" or "forums" to discover what people think about current issues
– Working with the staff regarding special issues
– Monitoring the Board of Supervisors agendas for activity regarding mental health/substance abuse

DUTIES OF THE BOARD

Review any county agreements entered into pursuant to WIC Section 5650. The local mental health board may make recommendations to the governing body regarding concerns identified within these agreements.
Some ways to meet that requirement…

• Reviewing the performance contract between the Department of Health Care Services and the county for community mental health services, Mental Health services Act, the Projects for Assistance in Transition from Homelessness grant, the Community Mental Health Services Block Grant, and other federal grants or county mental health program. (See WIC Section 5650 for more information)
• Be familiar with the funding streams of the mental/behavioral health department
• Be familiar with the Mental Health Services Act implementation in the county
• Be familiar with the realignment dollars and how they are distributed in the county

DUTIES OF THE BOARD

Advise the governing body and the local mental health director as to any aspect of the local mental health programs. Local mental health boards may request assistance from the local patients’ rights advocates when reviewing and advising on mental health evaluations or services provided in public facilities with limited access.
Some ways to meet that requirement…

- Monitoring the BOS agenda, including staff reports, to see what information is going to the 'governing body' and speaking to the BOS as appropriate regarding issues of importance to the board
- Reporting during meetings by board members of activities in the community that are pertinent to their participation on the mental health board
- Holding "town halls" or "forums" to discover what people think about issues
- Requesting reports from the local patients’ rights advocates about issues in the county
- Consulting with the local patients’ rights advocates about issues in the county

DUTIES OF THE BOARD

Review and approve the procedures used to ensure citizen and professional involvement at all stages of the planning process. Involvement shall include individuals with lived experience of mental illness and their families, community members, advocacy organizations, and mental health professionals. It shall also include other professionals that interact with individuals living with mental illnesses on a daily basis, such as education, emergency services, employment, health care, housing, law enforcement, local business owners, social services, seniors, transportation, and veterans.
Some ways to meet that requirement…

• Assuring that Board meetings have citizen and professional involvement as appropriate
• Monitor the way that individuals in the audience are given the opportunity to address the Board
• Assuring appropriate outreach for meetings held to develop and finalize plans regarding the expenditure of Mental Health Services Act monies
• Participate as possible with the selection of applicants/appointments as member of the Board.

DUTIES OF THE BOARD

Submit an annual report to the governing board on the needs and performance of the mental health system.
Some ways to meet that requirement…

• Discuss the needs of the Board of Supervisors (BOS) with their representative to determine what kind of information should be included in the Annual Report
• Present the Annual Report in person to the BOS accompanied by other board members
• Participate in BOS meetings at times other than the presentation of the Annual Report to inform the board about the activities of the Board
• Use the planning document of the board as the basis for the Annual Report to the BOS
• Use the report submitted to the CA Behavioral Health Planning Council as the basis for the Annual Report to the BOS

DUTIES OF THE BOARD

Review and make recommendations on applicants for the appointment of a local director of mental health services. The board shall be included in the selection process prior to the vote of the governing body.
Some ways to meet that requirement…

The LMHB does not select the local director of mental health services

• The board may participate in the selection process in a variety of ways: review job description prior to posting, review applications received and participate in the selection of final applicants for interviews, participate in the interview process.

• Develop a relationship with the Board of Supervisors that encourages the BOS to include the members of the local mental health board to be part of the decision making process.

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DUTIES OF THE BOARD

Review and comment on the county’s performance outcome data and communicate its findings to the California Behavioral Health Planning Council.
Some ways to meet that requirement…

- The CA Behavioral Health Planning Council (CBHPC) annually prepares the Data Notebook on a selected current issue for completion by the Board.
- The Board may complete the Data Notebook using staff, a subcommittee (standing, ad hoc) of the Board, the entire Board in a designated meeting, a collaboration of quality assurance staff with board members, focused interviews with community members/agencies.
- The Data Notebook is designed to be educational and designed to help the board meet this requirement. As such, it means that the board has to participate in the completion of the document in some way.
- The Board may choose to approve the document prior to submission to the CBHPC.
- The Board may choose to present the findings of the Data Notebook to the Board of Supervisors.
- The Board may choose to use the report on the Data Notebook as the Annual Report for the BOS.

DUTIES OF THE BOARD

This part does not limit the ability of the governing body to transfer additional duties or authority to a mental health board.
Some ways to meet that requirement…

- The BOS may wish to ask the Board to complete a task having to do with mental health/substance abuse services in the county
- The BOS may request that the local mental health board also act on issues pertinent to substance use
- At least one county's board currently completes a report on substance use treatment issues annually for the BOS

DUTIES OF THE BOARD

It is the intent of the Legislature that, as part of its duties pursuant to subdivision (a), the board shall assess the impact of the realignment of services from state to the county on services delivered to clients and on the local community.
Some ways to meet that requirement…

Realignment is about the money that is distributed from the state to the county to meet the costs of mental health services.

• The Board should receive reports on the two realignments.
• The Board may ask a member to attend the county Community Corrections Partnership meetings for the county and report back information.
• The Board may ask that minutes from the Community Corrections Partnership be distributed to interested Board members.

ACTION PLANNING
KEY ACTIONS

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LET’S ANSWER YOUR QUESTIONS:

• Unmute yourself and ask a question
• Enter your question in the chat box
• Email me at susanmorriswilson@gmail.com now
• Email me at susanmorriswilson@gmail.com after you have had time to think about this
• Put together a committee of your board and give me a call and I will answer your questions and help you however I can.

THANKS FOR JOINING US TODAY

YOU CAN REACH ME:

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530-524-4777