



Mental Health Services Act Ongoing Planning Council Charter

VISION

The Merced County Mental Health Services Act Ongoing Planning Council will lead the community to accomplish “whatever it takes” to promote hope and recovery in an integrated system of person-centered, culturally competent community services and supports for individuals and families in Merced County.

MISSION STATEMENT

To enhance the health, welfare, wellness and quality of life in Merced County by providing and achieving positive outcomes that are accessible and culturally competent Mental Health and Alcohol and Drug Treatment Services. Using a system-wide positive approach to promote recovery and wellness through independence, hope, personal empowerment and resiliency for adults, seniors, children, youth and their families.

MEMBERSHIP

The Steering Council shall include but not be limited to members from the following stakeholder groups:

Consumers	Alcohol and Drug Services
Family members	Law Enforcement
Education	Mental Health Board
Health	Cultural Competence
Social Services	Mental Health Providers
County Mental Health	

PURPOSE

1. The MHSA Ongoing Planning Council makes program recommendations to Merced County Mental Health Department for MHSA funding.
2. Actively seek out and represent the broadest needs and concerns of our constituents and community of service ensuring outreach to the unserved and the underserved.
3. Identify other stakeholders to participate in MHSA efforts.
4. Update Council Members on the status and changes occurring in your field of expertise.
5. The co-chairs are responsible for convening meetings, helping develop meeting agendas, and ensuring adherence to the process and DMH requirements.

MEETING PROCESS GUIDELINES AND GROUND RULES

- The meetings will start on time and end on time. Participants are asked to come to the meetings a few minutes ahead of time, prepared and ready to begin.
- Fifty-one percent of members must be present to establish a quorum and to make decisions.
- Votes will be taken on an agenda item when a member has made a motion and that motion is seconded by another member.
- All identified voting members shall be entitled to vote at any meeting, unless there is a conflict of interest.
- Members will take responsibility for recusing themselves from voting if there is a conflict or the appearance or perception of a conflict of interest regarding a particular issue. Other members may politely point out a possible conflict that a member might not perceive, and the Council will collaboratively decide whether a conflict exists.
- Decisions will be made by a simple majority.
- Votes will be taken by voting members by a show of hands. A roll call vote will be taken as needed.
- The Planning Council will use data to inform its decisions.
- Decisions will not be revisited due to the absence of a member.
- Any member or designee who is absent for three (3) consecutive regularly scheduled meetings or four (4) meetings within the fiscal year, will lose their position on the Council.
- Each person will have an opportunity to speak and time to listen.
- Each person is asked to self-monitor talking and to remember that it is not acceptable for anyone to dominate the conversation.
- It is important that there is respect for people talking, and no side conversations.
- Each person is asked to listen and then to respond.
- Meeting notice shall be posted 72 hours in advance for public review by newspaper and agenda available for public review.

Meetings minutes will be taken by MHSA staff and e-mailed to Ongoing Planning Council members and alternates prior to the subsequent meeting. All minutes and documents discussed at Ongoing Planning Council meetings will also be posted to the MHSA website at <http://www.co.merced.ca.us/index.aspx?nid=486> .