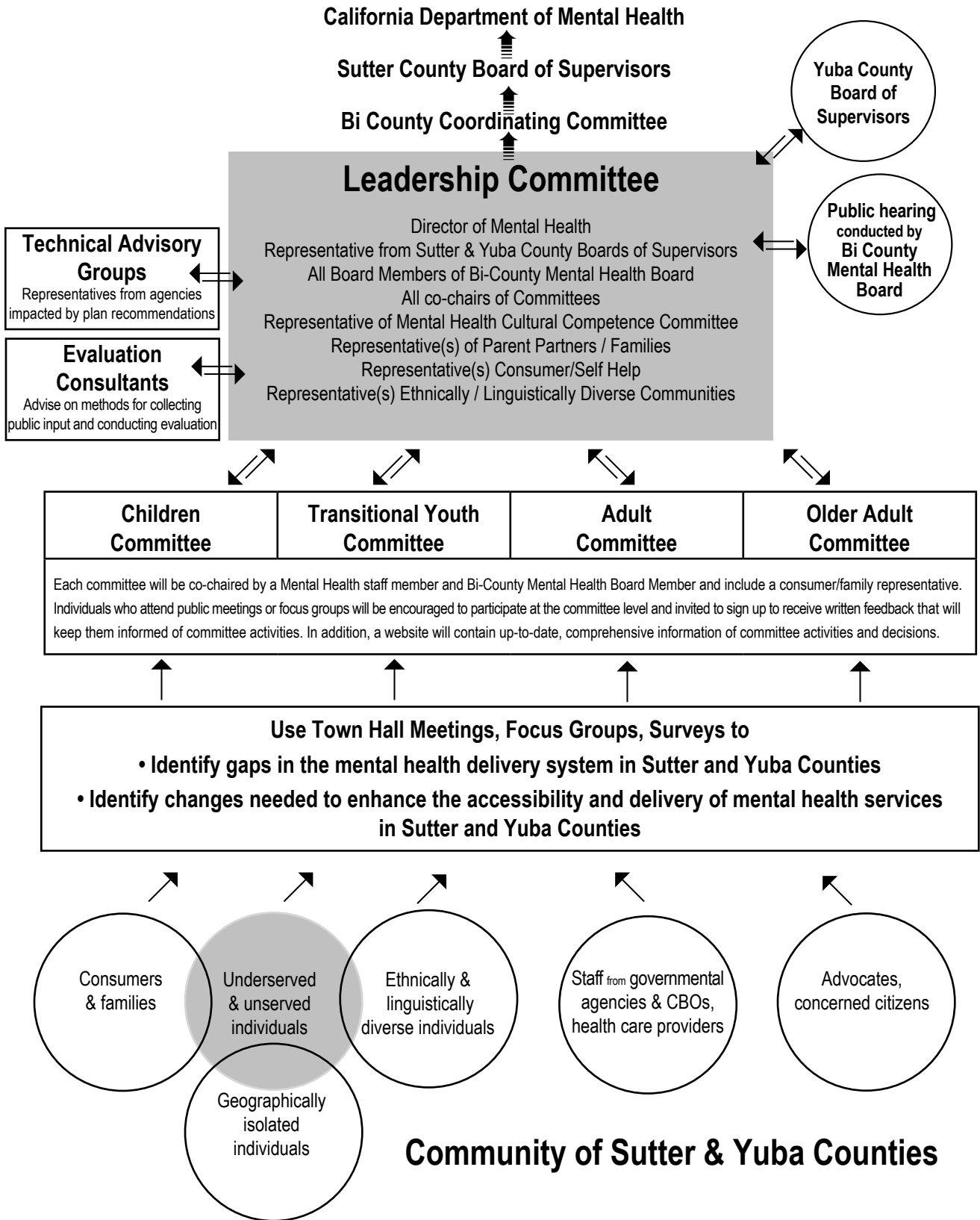


Sutter & Yuba Counties' Mental Health Services Act Plan to Plan



→ Advisory
 ■■■→ Legal Authority

1. Community Program Planning must include consumers and families.

1a) Outreach and other activities to be used to INSURE COMPREHENSIVE PARTICIPATION from DIVERSE CONSUMERS AND FAMILIES in Sutter and Yuba counties.

Consumers and family members will be informed about the MHSA Planning Process and how they may participate (i.e. attending public "Town Hall" meetings and discussion groups, participating in focus groups, completing written or telephone surveys or contacting the leadership committee) by using:

- Informational posters and brochures located in public places frequented by consumers and families
 - Waiting rooms of • Adult Services • Youth Services • Children's System of Care • First Steps
 - Homeless Mentally Ill Health Drop in Center
- Videotape presentation in the waiting rooms at the Department of Mental Health
- Inserts in Mental Health billings regularly sent to consumers and families
- Articles in newsletters regularly sent to consumers and families
 - NAMI Yuba Sutter Newsletter • Newsletters of Non-profit organizations (FREED, Parents Assistance Network, etc.)
- All the methods used to inform the unserved or underserved as outlined in questions 1c

1b) Ways in which Community Program Planning will reach out to INDIVIDUAL CONSUMERS AND FAMILIES WHO MAY NOT BELONG TO ORGANIZED ADVOCACY GROUPS in Sutter and Yuba counties.

Individual consumers and families who may not belong to organized advocacy groups will be informed about the MHSA Planning Process and how they may participate (i.e. attending public "Town Hall" meetings and discussion groups, participating in focus groups, completing written or telephone surveys or contacting the leadership committee) by using:

- Informational posters and brochures in public places frequented by consumers and families as outlined in 1a.
- All the methods used to inform the unserved or underserved as outlined in questions 1c

1c) Ways in which Community Program Planning will reach out TO CONSUMERS AND FAMILIES IN SUTTER AND YUBA COUNTIES WHO MAY HAVE BEEN PREVIOUSLY UNDERSERVED OR UNSERVED whether by reason of race/ethnicity, language differences, cultural competence, geographic location or other factors.

Individual consumers and families who may who may have been previously unserved or underserved will be informed about the MHSA Planning Process and how they may participate (i.e. attending public "Town Hall" meetings and discussion groups, participating in focus groups, completing written or telephone surveys or contacting the leadership committee) by using:

- Informational posters and brochures in public places frequented by the unserved or underserved.
 - Alcohol & Drug Treatment Programs (including those in schools) • ER waiting rooms • Family Resource Centers (Harmony Health, Lindhurst, Peach Tree, Richland) • Yuba City Indian Health Center • Psychiatric Emergency Service waiting room • Public Libraries • Yuba Community College

Library • Children and Families Commission • YMCA • Parks & Recreation Dept. • Ruff Hill Recreation Center • Friday Night Live Center • Child Care Centers (California Human Development Corp., School District Child Care Centers, Migrant Head Start & Latchkey Programs) • State Preschools • Headstart Programs • Casa de Esperanza • Children's Home Society • Probation Dept. • Juvenile Hall Visitation Center • Community Action Agency • Salvation Army • United Way • A Women's Friend • Alta California Regional Center • Planned Parenthood • Yuba Sutter Veterans Service Center • Yuba College Veteran's Affairs • Butchies' Pool • Easter Seal Society • FREED • Home Living Skills • Yuba College Disabled Student Program • Adult Protective Services • American Red Cross • Child Protective Service • Community Resource Project • Twin Cities Rescue Mission • Yuba Sutter Gleaners Food Bank • CTEC • Employment Development Dept. • Library Literacy Program • Sutter County Employment Services • Marysville Adult Education • Tri County ROP • Yuba College Re-Entry Center • Gracesource • Consumer Counseling Services • Social Security Office • California Rural Legal Assistance Office • County Health Clinics • Departments of Child Support Services • Yuba Sutter Legal Center for Seniors • Adult Protective Services • Senior Nutrition Program Sites in Yuba City, Wheatland, Brownsville • Yuba City Senior Center • Faith Based Centers of Worship (through Yuba Sutter Ministerial Association) • Local Businesses (through Chamber of Commerce)

- Announcements/articles in newsletters regularly sent to the general community
 - Parks & Recreation • Yuba City Spotlight
- Announcements/articles in Organization Newsletters
 - Faith-based member newsletters and/or worship bulletins • Service group newsletters • PTA newsletters • Ethnic/cultural Organizations newsletters • Staff newsletters of major local businesses / hospitals / health clinics / education organizations
- PSA's on local radio stations including Spanish / Punjabi / Hmong
- Announcements on Channel 19's Community Bulletin Board
- Announcements on Sutter County's Website with links to MHSA information including meeting dates and committee activities.
- Posters on public transportation
- Contact (by mail, phone or presentation) with area support groups
 - Adult Children of Alcoholics • AA • Fathers First • Mothers First • Nar-Anon Family Group • Narcotics Anonymous • Compassionate Friends • Parent Network • High School Peer Counseling Programs • Anger Management Classes • Emotions Anonymous • Parents without Partners
- Contact key individuals in the communities' ethnic and special-needs groups for additional networking ideas.

1d) Anticipated methods to be used to OBTAIN CONSUMER AND FAMILY INVOLVEMENT in Sutter and Yuba counties.

Consumers and family members will be given specific opportunities to become involved in the MSHA planning process by:

- Completing written surveys distributed
 - in agencies that serve consumers
 - at meetings of regularly scheduled groups
 - NAMI support groups • Consumer Activity Group • Systems of Care • First Step classes
 - Survey link on the Sutter County MSHA website

- Participating in a phone survey conducted by consumers or family members
- Attending targeted focus groups
 - designed specifically for consumer and family members that are led by consumers or family members and that are offered in a setting and at a time that is convenient the participants.
 - held in geographically isolated areas
 - conducted in Spanish / Punjabi / Hmong
 - held in conjunction with regularly scheduled group meetings (see above)
 - Communicating to the Leadership Committee via e-mail through a direct link on the Sutter County MSHA website.
- In addition, consumers and family members will be continually encouraged by members of the leadership council and committees, advocacy groups, technical advisory groups, social services staff and Mental Health staff to participate in surveys, focus groups, general meetings and to serve on the committees that advise the leadership committee.

1e) Sutter and Yuba Counties have established consumer and family groups that participate in county mental health program policy and planning.

There is an active Mental Health Board. Plans are in process to assign a Mental Health Staff person or employ a consumer to work with consumer groups to enhance their participation in mental health program and policy decisions.

1f) Financial or additional supports to be supplied by Sutter and Yuba counties to assure consumer and family involvement in the planning process.

Kinds of assistance	Anticipated cost
Transportation to meetings (bus tickets, gas vouchers, direct transportation)	\$1250
Child care during meetings	\$1750
Stipends to consumers or family members for <ul style="list-style-type: none"> • serving as an active member of a Committee that advises the Leadership Committee or • facilitating focus groups 	\$5000
Gift certificates to local groceries, businesses or restaurants to consumers who complete surveys or attend a focus group	\$2250
Refreshments at meetings	\$1750
Translators in Spanish, Hmong, Punjabi	\$1250

2. Community Program Planning must be comprehensive and representative.

a) Ways in which STAKEHOLDER ORGANIZATIONS AND AGENCIES in Sutter and Yuba counties WHO PROVIDE SERVICES, LAW ENFORCEMENT, EDUCATION, AND SOCIAL SERVICES WILL BE INVOLVED in Community Program Planning.

Representatives from Stakeholder organizations and agencies (listed below) will be invited to participate in the first round of general meetings and act as liaisons to educate their organization/agency about the MHSA planning process.

In addition, representatives from these groups will be asked to serve as technical advisors to the four committees (Children/Transitional Youth/Adult/Older Adult) that advise the Leadership Committee and to also be available to advise the Leadership committee.

These representatives will work with the committees and leadership committee to identify the gaps in services to the mentally ill that their organizations experience and to advise the committees regarding the most effective ways to integrate any proposed activities or programs into their organization's operation.

- Mental Health Department County Administrator's Office • Mental Health Board • Alliance for the Mentally Ill Yuba-Sutter • Consumer Activity Committee • FREED • Alta Regional Center • Mental Health Contract Agencies • Mental Health Providers • Labor Organizations • Foster Care Association • Sutter County Parents Network • Alcohol and Drug Services • Public Health Departments • Acute Psychiatric Services • Office of Public Guardians/Conservators • Yuba-Sutter Ministerial Association • Yuba Sutter Respite Care • Hospice (Fremont Rideout, Sutter North) • Home Health (Fremont Rideout, Sutter North) • Yuba County In-Home Supportive Services (IHSS) • Yuba County Family Resource Centers • Family Intervention Team • Marysville and Yuba City Police Departments • Trauma Intervention Team • Sutter & Yuba Counties Sheriff Departments • Departments of Social Services • Probation Departments • Superior Courts • District Attorney's Offices • Public Defender's Offices • County Offices of Education • School Districts • First Five Commission • Area 4 Council on Aging • County Housing Authorities • Domestic Violence Council • United Way • Primary Care Physicians • Yuba Sutter Colusa Medical Society • Emergency Care Providers • Employment Services • County Welfare Departments

2b) Ways in which Community Program Planning in Sutter and Yuba counties will insure stakeholder diversity that reflects the demographics of the county, - including geographic location, age, gender, and race/ethnicity.

The Leadership Committee membership will include representatives from Parent Partners/Families, Consumers/Self Help and ethnically and linguistically diverse communities, as well as the Director of Mental Health, a representative from the Sutter and the Yuba County Boards of Supervisors, all the Board Members of the Bi-County Mental Health Board (whose membership includes consumers and families), the Co-chair of the Advisory Committees (Children, Transitional Youth, Adult and Older Adult).

Also a representative from the Department of Mental Health's Cultural Competence Committee will sit on the Leadership Committee and also advise each of the working committees. In addition, it will be the responsibility of the chair and co-chair of each working committee to seek input from individuals who represent various aspects of diversity.

3. Designation of responsibility within Sutter and Yuba counties for Community Program Planning

Function	Person/Title	% of Time
a. Overall responsibility: planning process	Director, Sutter Yuba MH	25%
b. Organizational work: planning process	Staff Analyst Program Chief	70% 30%
c. Ensure participation of stakeholders from underserved or unserved populations of consumers and families	MH Project Coordinator	40%
d. Ensure participation of stakeholders who are ethnically diverse	Staff Analyst, Ethnic Service Coordinator	25%
e.* Consultants assisting with functions a-d • Evaluation services, group data collection • Writing/Publication design • Trainer on Implementing Systems Change	Mark Duerr & Associates Janis Medley	
f. County, consultant & other staff expected to participate in planning process • Research • Co-chair committees, facilitate focus groups • Facilitator Trainer • Budget • Outreach • Outreach • Outreach	Staff Data Analyst Program managers (4) Prevention Services Coordinator Fiscal Services Adm. Officer Mental Health Workers Intervention Counselors Consumer Staff Clerical Staff Transcription Support	25% 20% 50% 10% 10% 10% 30% 10% 15%

*e.) Consultants who will be used for functions a-d include:	How activities, work product and planning will integrate into existing county MH department structure.
Evaluation Consultants (Mark Duerr & Associates)	Will advise the Community Program Planning Leadership Committee re: procedures for obtaining and organizing input from Stakeholders and take responsibility for formulating and implementing future Program Evaluation.
Writer	Will consolidate information from the MHSA Community Program Planning Leadership Committee to produce the written plan required for each stage of the MHSA Planning Process.
Trainer/Implementing System Change	Will advise management and supervisory staff of Mental Health and Stakeholder Agencies, Mental Health Contractors and Bi-County Mental Health Board on ways to successfully integrate change into their agencies/organizations.

4. Full participation in Community Program Planning requires training of stakeholders and staff in advance.

a&b) Types, amounts and content of training Sutter and Yuba counties will provide, using Community Program Planning funds, to address the information needs of specific stakeholder groups

In-depth MHSA Planning Process “Readiness” Training

A minimum one hour Power Point presentation and discussion will outline existing mental health services, the populations presently served, and identify existing gaps in services. This will be followed by information on the MHSA including the five funding categories, the planning and implementation time line and funding priorities, as well as the underlying values and vision of creating meaningful dialogue with consumers and families, of ensuring the input of diverse and under-or-unserved consumers, and of transforming the way in which mental health services are delivered in our community through many agencies and organizations in addition to the Department of Mental Health.

Intended audiences for this in-depth presentation include:

- Bi-County Mental Health Board
- The Sutter and Yuba County Boards of Supervisors
- “Town-hall” meetings - offered as an optional in-depth presentation prior to the more general presentation that will be used in the Town Hall venue.
- Mental Health management and supervisory staff
- Mental Health line staff who have direct contact with mental health patients
- Mental Health contractors
- Agency management, supervisory and line staff who have direct contact with mental health clients
- Interested stakeholder groups
- Interested consumer and family groups
- Interested community groups
- Group facilitator training classes

Abbreviated MHSA Planning Process “Participation” Training

An abbreviated 20-30 minute Power Point presentation and discussion outlining the same points as the in-depth presentation. Intended audiences for the abbreviated presentations include:

- Town hall meetings as an introduction prior to working in small discussion groups.
- Focus groups as an introduction
- Community groups

Group Facilitator Training

A half-day training on the MHSA planning process as well as techniques for leading interactive group discussions and accurately recording participant input. Intended audiences for this training include:

- Mental Health staff and Bi-County Mental Health Board members who will be facilitating discussion groups in the town hall meetings and conducting focus groups.
- Consumers and family members who will be leading focus groups.

How to Initiate and Implement System Changes

Consultant(s) will be hired to provide training on how to successfully introduce change into a system in a positive and integrated manner. Intended audiences for this training include:

- Mental Health and Stakeholder Agency management and supervisory staff
- Mental health contractors
- Bi-County Mental Health Board