



Proposed Process

MHSOAC Plan Review Process for Community Services and Supports, Workforce Education and Training, and Capitol Facilities/Technology

1. MHSOAC staff develop review criteria and a review tool for CSS (including Housing), WET, and Cap Facilities/IT. MHSOAC approves review criteria and review tool. Stakeholders are encouraged to give input.
2. MHSOAC staff and interested commissioners review plans. Members of the DMH Expert Pools of clients, family members and cultural competency experts may be retained to provide input regarding a plan.
3. MHSOAC staff reach agreement with DMH on a timetable that allows MHSOAC to provide comments and DMH to consider and respond to these comments.
4. ~~MHSOAC staff develop review criteria and a review tool for reviewers to comment on plans, based on the MHSOAC and approved Guidelines. Stakeholders are encouraged to give input.~~
5. Counties submit plans to DMH. DMH forwards copies to MHSOAC as quickly as possible to allow time for review and comments.
6. MHSOAC staff forward plans to all MHSOAC Commissioners, who can elect to participate in review and comment process for any plan.
7. MHSOAC reviewers read and comment on plans.
8. MHSOAC reviewers meet to discuss comments and reach consensus.
9. MHSOAC staff consolidates comments for each plan into a single document.
10. MHSOAC Staff forwards comments to DMH at least one week prior to the scheduled meeting of the DMH review team. MHSOAC staff includes comments in the MHSOAC's Consent Agenda. Staff provides the completed summary comments for each plan to the MHSOAC sufficiently in advance of the next meeting to allow commissioners to read and respond to reviewers' recommendations.
11. ~~MHSOAC formally approves comments at its next meeting as a component of the Consent Agenda. During this meeting, any commissioner can remove any plan from the Consent Agenda. A plan removed from the Consent Agenda becomes subject for discussion at the meeting, resulting in MHSOAC approval of revised or additional comments.~~
12. ~~MHSOAC staff forward comments to DMH. DMH review team can also review provisional MHSOAC review team comments, pending formal MHSOAC approval through Consent Agenda.~~
13. At conclusion of funding cycle, staff prepares report to MHSOAC to assess impact of comments and analysis of trends and issues revealed by cumulative review of plans.