

INFORMATION

TAB SECTION: 6

 X ACTION REQUIRED

DATE OF MEETING: 4/25/08

PREPARED BY: Whitcomb

DATE MATERIAL
PREPARED: 4/12/08

AGENDA ITEM: Business Items

ENCLOSURES:

- MHSOAC Proposed Rules of Procedure, February 2008
- PowerPoint Presentation on Proposed Rules of Procedure
- Current MHSOAC Review Process for CSS, WET, Cap/IT
- Proposed MHSOAC Review Process for CSS, WET, Cap/IT

OTHER MATERIAL RELATED TO ITEM:

ISSUE:

Rules of Procedure

The enclosed proposed Rules of Procedure document was brought before the MHSOAC at the February 2008 meeting. This document will be reviewed by the Attorney General's office before it comes before the MHSOAC for adoption. Staff will present a brief PowerPoint to provide an overview of this document and to ask for your comments and suggested changes to incorporate before the document goes to the Attorney General.

Plan Review Process Change

At the February 2008 meeting, staff brought a proposal to revise the current plan review process for Community Services and Supports (CSS), including Housing; Workforce Education and Training (WET); and Capitol Facilities/Technology (Cap/IT). The DMH has approval authority and the MHSOAC provides review and comment to DMH on county plans for these components.¹ Public comment was taken on this issue at that time.

- Current process: MHSOAC as a whole approves all written comments to DMH through a consent agenda. The current MHSOAC review process does not have a provision for the MHSOAC to approve the review criteria and review tool that each review team needs to develop comments.
- Proposed process: MHSOAC adopts review criteria and a review tool for each component to provide comments to DMH. MHSOAC staff write comments reflecting the work of the Review Team and forward the comments to DMH for inclusion in their plan review process.

¹ This does not include the review process for Prevention and Early Intervention (PEI) or for Innovation (INN), for which the MHSOAC and review and approval authority.

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ISSUE: (Cont'd)

The enclosed current MHSOAC review process for CSS, WET, and Cap/IT does not include a step for the MHSOAC to approve review criteria and a review tool. The MHSOAC needs to approve these criteria and tools that will guide the review teams' comments. The enclosed proposed process shows the recommended changes through strikethroughs and underscored language.

The current review process also requires the MHSOAC to approve the review team's comments at the next MHSOAC meeting through a consent agenda. The intent of the consent agenda is to ensure that the PEI and INN plans are brought before the MHSOAC for formal approval. However, for the other components, this step is burdensome because MHSOAC staff cannot provide official MHSOAC comments to DMH until the comments are approved by the MHSOAC during a meeting. This process significantly delays the timeframe for DMH to review, consider, and incorporate MHSOAC comments in a timely manner.

Proposed Motion: Approve Proposed MHSOAC Plan Review Process for CSS, WET, and Cap/IT