

Yolo County Local Mental Health Board (LMHB)

Duties & Strategic Priorities



Agenda

- Duties of the LMHB
- Annual Report
- Data Notebook
- Strategic Planning





Duties of LMHB (WIC 5604.2)





The Local Mental
Health Board
(LMHB) shall:



- 1) Review and Evaluate
- 2) Submit



Review & Evaluate



Areas of Review

- 1) Mental/behavioral health needs, services, facilities and special problems
- 2) County agreements entered into pursuant to Section 5650.**
- 3) Community Planning (MHSA):
Procedures used to ensure citizen and professional involvement at all stages of the planning process.
- 4) Mental/ Behavioral Health Director applicants
- 5) Performance Outcome Data
- 6) Realignment: Assess the impact of the realignment of services from the state to the county, on services delivered to clients and on the local community.



Submit



1. Annual Report: Submit an annual report to the governing body on the needs and performance of the county's mental health system. Including...

- What changed in the mental health system/community during the past year? Analyze the mental health system including successes & areas for improvement. What do you advise?
- List the Board's recommendations and accomplishments.

2. Data Notebook: Review and comment on the county's performance outcome data & communicate its findings to the California Behavioral Health Planning Council (CBHPC). The CBHPC annually develops the Data Notebook for each local board/commission to complete. Each year the Data Notebook focuses on a specific area of interest, with a variety of questions to be answered and then submitted.



Annual Report



- Submitted to the Board of Supervisors by June each year for the FY (July 1-June 30)
- Highlights the LMBH accomplishments including areas of growth, challenges and upcoming activities.
- 1-3 pages in length
- Drafted by Ad Hoc committee, reviewed at a meeting, and signed by the LMHB Chair.

Annual Report Guidance for Ad Hoc

Questions to consider in writing the report:

- What success has the LMHB had in FY23/24?
- What challenges are the LMHB currently facing?
- Are there any areas of interest or focus for the coming year?
- Were any subcommittees created? If so, what was the goal? Was, it achieved?

How to complete the annual report:

- Assign drafting report to a member.
- Review a previously submitted report and examples provided by CalBHB/C ([LINK](#)).
- Place time on the agenda in an upcoming meeting to review the prompts and discuss.
- Draft the report and request feedback from all LMHB. Once finalized submit to Chair and Liaison for review and signature.
- Submit to BOS.




Data Notebook



- Review template sent by CBHPC as the focus varies each year and reports on the previous Fiscal Year.
- Complete the Data Notebook in partnership with County staff and other organizations is necessary
- The completed Data Notebook is sent back to the CBHPC, who then compile the responses from the local mental/behavioral health boards/commissions into an overview report. The information is used by the CBHPC to fulfill its mandate to inform the California legislature about the status of mental health services in California.



Data Notebook Guidance for Ad Hoc

- Utilize template sent by CBHPC in August each year to identify what information/data is needed from County Staff
 - Complete the Data Notebook with assistance from County Staff or other organizations and submit
 - The completed Data Notebook should be approved by the local mental/behavioral health board/commission.
 - The completed and approved Data Notebook can be used for education and advocacy.
 - Examples of Data Notebooks are available on the CalBHBC website ([LINK](#)).
 - The statewide compiled report is usually released in December following the end of the previous fiscal year.
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Strategic Planning

What subjects or issues are most important for the LMHB to focus on in the next 8 months?

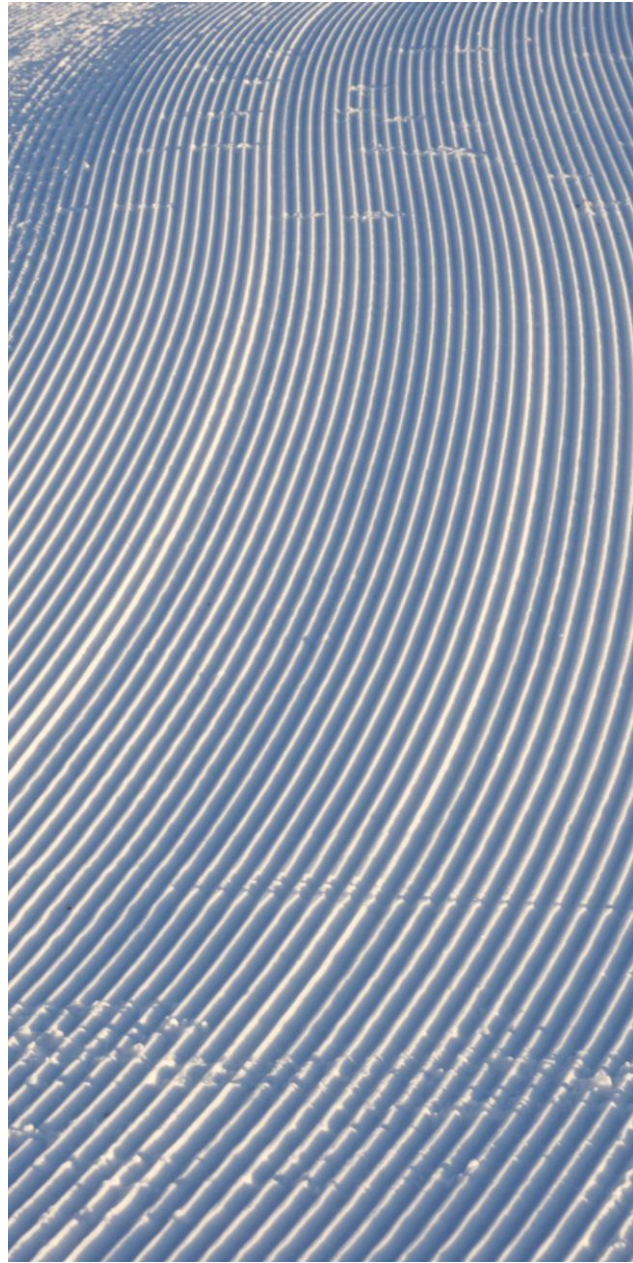
We'll prioritize 4 areas to focus on for the remainder of this calendar year.

This exercise will be repeated in December to prepare for the next calendar year.

Each priority area will have a meeting dedicated to the subject and presentation or training.

LMHB Priorities

Priority	Target Date of Completion	Task Leader
Update and Approve Bylaws	By June 2024	Ad Hoc
All LMHB complete CalBHBC Training Modules: <ul style="list-style-type: none">• Basics (42 mins)• Ethics (2hrs)• BH Continuum (15 mins)	Within 3 months of appointment to LMHB	Secretary
Annual Report	May/June each year	Ad Hoc & HHSA Staff
Data Notebook	November	Ad Hoc & HHSA Staff



Resources

- Best Practices Document:
https://www.calbhbc.org/uploads/5/8/5/3/58536227/best_practices_2024.pdf
- Online Trainings: <https://www.calbhbc.org/training.html>
- Member Guide:
https://www.calbhbc.org/uploads/5/8/5/3/58536227/mh_board_member_guide_-_10.20.pdf
- WIC CA Welfare & Institution Code (WIC)*: **5600 - 5623** **5650-5667** **5848**
<https://www.calbhbc.org/legislation-mhb-wic.html>



Thank you
