

AOT Workgroup Plan

On February 3, 2017, the Contra Costa Behavioral Health Services (CCBHS) staff and Chair and Vice-Chair of the Mental Health Commission (MHC) met to work together to define key aspects of the Assisted Outpatient Treatment (AOT) Workgroup. Those present: MHC Chair Duane Chapman and Vice-Chair Barbara Serwin, CCBHS Director Cynthia Belon, Deputy Director Matthew Luu, MHSA Program Manager Warren Hayes, Administrative Services Assistant III Adam Down and MHC Executive Secretary Liza Molina-Huntley.

The AOT Workgroup was created to provide input to the AOT Program during its initial design phase. The Workgroup is now evolving as the AOT Program moves into its implementation phase. This document outlines how the Workgroup will be structured and operate during this next phase.

This plan will be submitted to the MHC for approval at the full Commission meeting in March. Upon approval from the MHC, the agreement will be submitted to the Board of Supervisor's Family and Human Services Committee for consideration.

Objectives

The purpose of the AOT Workgroup is to provide an open forum to enable Workgroup members and the public to voice and address issues pertaining to the AOT Program. This includes problem solving, supporting transparency and accountability, and providing input to major policies and strategies.

Constituencies

- The broad set of stakeholders from the first phase AOT Workgroup will continue to participate. An inclusive list of stakeholder groups will be provided by CCBHS staff.
- Members will be determined by and in accordance with representation of stakeholder bodies. The MHC Chair and CCBHS Director will define the maximum number of members.

Meetings

- The first meeting will be facilitated by the MHC Chair and CCBHS Director. It will tentatively be held in April, 2017 at 50 Douglas Drive in Martinez.
- The first agenda will be set by the MHC Chair and the CCBHS Director.
- At the first AOT Workgroup meeting, the MHC Chair and CCBHS Director will solicit input and participation from stakeholders as to protocol for setting future meeting agendas. Input will also be solicited for the selection of person(s) to co-facilitate meetings on a rotation basis, along with the MHC Chair.
- Meetings will be held on a quarterly basis.
- Sub-committees may be formed to study and/or problem-solve specific issues or challenges that arise from the AOT Program. Input from Workgroup stakeholders will be solicited for determining guidelines for subcommittees.

In Addition

- Administrative CCBHS staff will be assigned to provide continuity and support for organizing the meeting, agenda, minutes, postings and copies.
- CCBHS will provide a report by Research Development Associates with a summary and evaluation of the AOT Program's first year of operation; the report is due this spring.
- The AOT Workgroup will adhere to the provisions of Better Government Ordinances and the Brown Act.