

REGION V+ ADULT MENTAL HEALTH REGIONAL LAC

MISSION STATEMENT

The mission of the Region V+ Mental Health Advisory Council is to meet quarterly to review, evaluate, and make recommendations **regarding the regional mental health system to the Region V+ Adult MH Initiative**, and **annually report those recommendations to the county boards of commissioners within the region and the State Advisory Council on Mental Health**, by:

- A. Arranging for input from state-operated mental illness program units **and community based providers** serving Region V+ regarding coordination of care between the treatment center and **other entities with** community-based services;
- B. Identifying for the State Advisory Council on Mental Health the providers, agencies, and associations that provide education and prevention services (i.e., services designed: to educate, to increase understanding and acceptance of problems associated with mental illness, to increase awareness of the availability of resources and services, and to improve people's skills in dealing with high-risk situations known to affect people's mental health and functioning. The services include the distribution of information to individuals and agencies identified by the Region V+ Mental Health Advisory Council, on predictors and symptoms of mental disorders, where mental health services are available in the region, and how to access the services.)
- C. Providing to the State Advisory Council on Mental Health a quarterly meeting minutes of unmet mental health needs of adults residing in Region V+; and
- D. Coordinating its review, evaluation, and recommendations regarding the local mental health system with the State Advisory Council on Mental Health, and the Region V+ Adult Mental Health Initiative.

Section 1 NAME - This organization shall be known as the Region V+ Adult Mental Health Regional LAC. Herein this organization will be called simply Regional LAC.

Section 2 LEGAL CITATION - The existence and role of the Council is provided in the Comprehensive Adult Mental Health Act in Minnesota Statutes 245.461 to 245.486, Comprehensive Children's Mental Health Act in Minnesota Statutes 245.487 to 245.4887 and in the 1990 amendments in Law of Minnesota 1990. Chapter 568, articles 2 - 5.

Section 3 JURISDICTIONAL AREA - The area in which shall exercise its activities shall be the counties of Aitkin Cass, Crow Wing, Morrison, Todd, and Wadena.

ARTICLE II PURPOSE

- Section 1 Support educational activities about mental illnesses and mental health services to residents of Regional LAC.
- Section 2 Advise the Regional LAC County Board(s) on programs and services affecting adults with mental illnesses and children with serious emotional disturbance within the region.
- Section 3 Identify the needs of consumers of mental health services within Regional LAC, including the needs of families of children with serious emotional disturbances.
- Section 4 Monitor, review, and evaluate mental health services within Regional LAC.
- Section 5 Serve as an advocate for adults with serious and persistent mental illness and children with serious emotional disturbance.
- Section 6 Arrange for periodic input from the Department of Human Services regarding coordination of care between the regional treatment centers and community based service providers.

ARTICLE III POLICIES

- Section 1 All Regional LAC meetings are open to the public.
- Section 2 The Regional LAC will strive to assure that members who represent providers or state of county government agencies do not constitute a majority of the total membership.

ARTICLE IV COUNCIL STRUCTURE

- Section 1 MEMBERSHIP- Regional LAC shall comprise a minimum of:
- 6 consumers of mental health services
 - 1 family members of an adult with a mental illness
 - 1 a community support program representative
 - 1 a mental health professional (adult)
 - 1 representative of significant minority populations in the area, including but not limited to: Native American representation
 - 1 lay member who represents the community at large
 - 1 appropriate staff from Region V+ Adult Mental Health will be ex-officio members.
 - 1 CSN representative

Those present and on the roster will be voting members. Two thirds (2/3) of the membership shall be considered a quorum.

Section 1 A per diem of \$50.00 per meeting will be paid to no more than (2) two consumers/family member per county. Plus mileage at the Federal volunteer rate.

Section 2 TERMS- Members will be appointed for a minimum term of 3 years. Members may serve 3 consecutive terms unless a replacement cannot be found.

Section 3 APPOINTMENTS - As vacancies occur, the Council shall recommend new members to the Region V+ Adult Mental Health for appointment.

Section 4 ABSENCES - A member who is absent from two (2) consecutive meetings without prior notice shall be contacted to determine his or her membership intentions. At the next regular meeting the Council shall make a determination regarding that member's status. The Council Chairperson may declare the seat vacant and nominate a replacement.

Section 5 VACANCIES-

- A. Vacancies shall occur upon the death, disqualification, or expiration of term.
- B. Anyone wishing to voluntarily resign shall contact the chair of the Council.

Section 6 OFFICERS - Council officers shall be a Chairperson, Vice Chairperson, and Secretary/treasurer. The term of office shall be one (1) year, starting January 1st and ending December 31st.

Section 7 CHAIRPERSON - The Chairperson shall be the presiding officer and chief executive officer of the Council and shall be responsible for carrying out the policy decisions of the Council.

Section 8 VICE CHAIRPERSON- The Vice Chairperson shall assist the Chairperson in carrying out the duties and responsibilities of the office and shall perform such additional duties as may be established by the Council from time to time. In the absence of the Chairperson at any meeting of the Council, the Vice Chairperson shall preside. If both the Chairperson and the Vice Chairperson are not in attendance at a regular or special meeting, a temporary chairperson shall be chosen from among those present at the meeting. The vice-chair sets up the meeting time and place and brings refreshments.

Section 9 SECRETARY - The Secretary shall issue notices of all meetings and will be responsible for keeping minutes of all meetings and maintaining a record of these minutes. Receives information from the Initiative and mails/e-mails minutes and receives calls from absentees.

ARTICLE II MEETINGS

Section 1 REGULAR MEETINGS- Regular meetings shall be held quarterly at such time and place as shall be determined by the Council.

Council members shall be sent notification of the specific time and place if there are changes at least **5** days prior to the meeting. The Council shall not be limited to such agenda items during its meetings.

Section 2 Special Meetings Special meetings may be held upon the call of the Chairperson, Vice Chairperson, or a majority of the members of the Council.

Notice of a special meeting shall be sent to members at least 15 days prior to the meeting.

Section 3 ELECTIONS-nominations shall be held in October (orally) with a paper ballot in January.

ARTICLE VI SPECIAL PROJECTS

Section 1 The Council may initiate grant applications and receive donations for education and prevention public education programs and other special projects as authorized by the RF Plus Initiative.

ARTICLE VII PARLIAMENTARY AUTHORITY Any parliamentary procedures not described in these bylaws shall be governed by the most recent available edition of Robert's Rules or Order.

ARTICLE VIII GENERAL PROVISIONS

Section 1 AMENDMENTS- These bylaws may be amended by a majority vote of the Regional LAC and the ratification of the Regional V+ Adult Mental Health.

Section 2 APPROVAL OF BYLAWS- The bylaws are hereby approved by resolution and ratified by the Regional LAC and County Board.

County Board
Signature _____
Dated _____

Regional LAC Chairperson
Signature _____

Dated _____

