

REGION V+ ADULT MENTAL HEALTH REGIONAL LAC BYLAWS

MISSION STATEMENT

The mission of the Region V+ Adult Mental Health Advisory Council is to review, evaluate, and make recommendations **regarding the regional mental health system to the Region V+ Adult Mental Health 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 health 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 health 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 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 details of the responsibilities LACs have are outlined in MN Statute 245.466 Subd. 5 (Adult LACs) and MN Statute M.S. 245.4875 Subd. 5 (Children's LACs). The following text is from Minnesota Statute 245.466 Subd. 5 and Minnesota Statutes 245.4875 Subd. 5. This is the state's statute that governs the local mental health service delivery systems in Minnesota. The statute below outlines the law regarding LACs. Additional information about MN Statute 245.466 can be obtained from the resource section of this guidebook.

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 I PURPOSE

Section 1 Support educational activities about mental health 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 health 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 on a continual basis.
- Section 5** Serve as an advocate for adults with lived mental health experiences 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 II 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 III COUNCIL STRUCTURE

- Section 1** MEMBERSHIP- Regional LAC shall comprise a minimum of:
- 6 consumers with a lived mental health experience
 - 1 family member of an adult with a lived mental health experience
 - 1 a community support services program representative
 - 1 a mental health professional (adult)
 - 1 representative of significant minority population and underserved communities
 - 1 lay member who represents the community at large
 - 1 appropriate staff from Region V+ Adult Mental Health Initiative will be ex-officio members.

Regional LAC will strive for 51% members be consumers with a lived mental health experience or family members of an adult with a lived mental health experience.

Two appointed representatives from each jurisdictional area's LAC and one representative from any one community support services program and one representative from any one mental health provider are considered voting members. Two thirds (2/3) of the voting membership shall be considered a quorum.

- Section 2** Per Region V+ Adult Mental Health Initiative budget, 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 3** TERMS- Members will be appointed for a minimum term of 2 years. Members may serve 2 consecutive terms unless a replacement cannot be found.
- Section 4** APPOINTMENTS - As vacancies occur, the Council shall recommend new members to the Regional LAC for appointment.
- Section 5** ABSENCES - A member who is absent from two (2) consecutive meetings without prior notice shall be contacted to determine their membership intentions. At the next regular meeting the Council shall make a determination regarding that member's status. The Council may declare the seat vacant and nominate a replacement.

Absences must be communicated to the Regional LAC Secretary.

- Section 6** VACANCIES-
- A. Vacancies shall occur upon the disqualification or expiration of term.
 - B. Anyone wishing to voluntarily resign shall contact the Chairperson or Secretary of the Council.
- Section 7** OFFICERS - Council officers shall be a Chairperson and Vice Chairperson. The term of office shall be one (1) year, starting January 1st and ending December 31st.

Region V+ Adult Mental Health Initiative Coordinator shall be Secretary.
Region V+ Adult Mental Health Initiative Fiscal Host shall be Treasurer.

- Section 8** 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. Chairperson has authority to designate duties and responsibilities of the office.
- Section 9** 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.
- Section 10** 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 Region V+ Adult Mental Health Initiative and mails/e-mails minutes and receives emails or calls from absentees.

ARTICLE IV MEETINGS

Section 1 **REGULAR MEETINGS-** Regular meetings shall be held at least quarterly at such time and place as shall be determined by the Council. Additional meetings can be set at the call of the Chairperson, Vice Chairperson, or a majority of the members of 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 unless unforeseen . 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 3 days prior to the meeting.

Section 3 **ELECTIONS-**nominations shall be held by October. Election ballots are completed by voting members in November. Announcement of elected officials shall take place in December.

ARTICLE V SPECIAL PROJECTS

Section 1 The Council may initiate grant applications and receive donations for public education and prevention education programs and other special projects as authorized by the Region V+ Adult Mental Health Initiative.

ARTICLE VI PARLIAMENTARY AUTHORITY

Section 1 Any parliamentary procedures not described in these bylaws shall be governed by the most recent available edition of Robert's Rules of Order.

ARTICLE VII GENERAL PROVISIONS

Section 1 **AMENDMENTS-** These bylaws may be amended by a majority vote of the Regional LAC and the ratification of the REGION V+ ADULT MENTAL HEALTH INITIATIVE.

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

Health & Human Services Director (Aitkin)

Signed by:
Signature Sarah Pratt
Date 1/8/2025 12:42 PM CST

Health, Human & Veteran Services Director (Cass)

DocuSigned by:
Signature Brian E. Bulman
Date 1/13/2025 4:00 PM CST

Community Services Director (Crow Wing)

Signed by:
Signature Kara Terry
Date 1/13/2025 4:19 PM CST

Health & Human Services Director (Morrison)

Signed by:
Signature Nathan Bertam
Date 1/13/2025 4:27 PM CST

Health & Human Services Director (Todd)

DocuSigned by:
Signature Jackie Bell
Date 1/28/2025 8:27 AM CST

Human Services Director (Wadena)

Signed by:
Signature Jennifer Westrum
Date 1/30/2025 12:35 PM CST

Regional LAC Chairperson

Signed by:
Signature Janet Karnes
Date 1/30/2025 1:19 PM CST