

Local Advisory Council Charter

Article I – Fergus County Local Advisory Council

Article II - Mission & Vision

Mission:

“To promote mental health wellness that improves accessibility to services in Central Montana through education, outreach, and reducing the gaps and barriers to resources through an inclusive community collaboration.”

Vision:

“The Fergus County Local Advisory Council (LAC) assesses, plans, and advocates to strengthen behavioral health services in Central Montana through a collaboration of persons with lived experiences, community members, and agencies, ensuring that those impacted by mental health engage in the process. The LAC provides input and recommendations to the Eastern Service Area Authority and other behavioral health agencies.”

Article III - Purpose

- To build and sustain a community coalition with a focus on prevention, treatment and recovery of those with behavioral health conditions.
- Empower patients/caregivers to engage in disease self-management.
- Encourage person-centered and person-directed care models.
- Collaborate and encourage efforts of organizations and shared visions.

Article IV - Participation

Participation in the Fergus County Local Advisory Council is open to organizations and individuals interested in fostering the vision and mission by actively engaging in the planning and the work of the coalition.

The Board is composed of no less than 10 and no more than 17 members, chosen from persons recommended to the Executive Board of the Fergus County Local Advisory Council.

Per MCA 53-21-702

- 4a(i) The advisory council membership must include one-half of the members as consumers of mental health services, including persons with serious mental illnesses who are receiving public mental health services, other recipients of mental health services, former recipients of public mental health services, and immediate family members of recipients of mental health services and
- 4a (ii) advocates for consumers or family members of consumers, members of the public at large, providers of mental health services, legislators, and department representatives.

- To be considered for board membership, prospective board members shall have
 - Submitted a complete board member application
 - Attended a minimum of two consecutive board meetings

A Vacancy on the board shall be filled by the Executive Board members within 90 days

- A vacancy shall occur if a member ceases to discharge the duties of the office for a period of three consecutive meetings without legitimate reason. At that time, the position will be declared vacant.
- Resignation from the board shall be submitted in written form to the chairperson and secretary

A disruptive board member will be relieved of their position, should a majority of board members be in agreement. The board member will receive both a verbal and written warning in advance of a termination vote, and will receive written notice of their termination status

Charter members should join with the commitment to:

- Share best practices among organizations.
- Mentor partners and providers
- Share ideas and support analysis.
- Promote implementation of evidence-based interventions.
- Maintain and safeguard the confidentiality of shared data.

The coalition encourages participation but not limited to:

- Health care providers (hospitals, skilled nursing facilities, assisted living facilities, physician practices, home health agencies, dialysis facilities, hospice organizations, community-based waiver agencies and aging service organizations)
- Government organizations (health department, VA, QIOs)
- Faith-based organizations
- Patients and patient advocacy organizations
- Local AARP chapters
- Substance abuse recovery organizations
- Senior housing locations
- Senior social organizations
- Retailers and other local businesses
- Other stakeholders of the community

Article V - Committee Chairs /Coalition Lead

The standing committee(s) and/or coalition lead are chaired by active participants chosen by the coalition.

Article VI - Meetings

Steering committee – Meetings shall be held quarterly; responsibilities to support guidance and oversight of the coalition projects and progress guided by the mission and vision.

Regular meetings – Board Meetings shall be held bi-monthly on the third Tuesday of even months (Feb April June August October December) at Noon.

Community Wide Meetings - Board Members attendance required, meeting is open to the public and all providers/consumers who have attended meetings in the past will be invited; held the third Tuesday of odd months(January March May July September November) at noon.

Board members unable to attend meeting will be asked to submit a report identifying any barriers, successes and needs identified since last meeting.

Article VII - Voting

Voting shall be conducted with a majority vote when a quorum is in attendance, i.e., in-person, teleconference or email. A quorum is established as $\frac{3}{4}$ of board members in attendance and is needed for business transactions to take place and motions to pass.

Executive Board members will serve in their roles for two years. Elections will coincide with local elections, voting will occur in November and at that time, the elected persons will shadow the current Chair/Vice Chair / Secretary and/or Treasurer until January, at which time they will take over the role. There are no term limits.

Board member elections

Article VIII - Conducting of Business

The Local Advisory Council will be operated under Fergus County. Executive Board member elected roles are identified as Chair, Vice Chair, Secretary and Treasurer. Treasurer/Secretary can be a combined role as needed. The LAC will report to the ESAA on a monthly basis and the Fergus County Finance Director to file claims as needed. Monthly Meeting Minutes and Agenda will be recorded, and a finance report will be provided at each board meeting.