

# Behavioral Health Advisory Committee

## Bylaws

### 2. Purpose and Role

The Committee's federal duties include:

- A. Reviewing the combined Mental Health and Substance Abuse Block Grant Plan and making recommendations;
- B. Serving as advocates for adults and children with substance use disorders, serious mental illness, serious emotional disturbance, and other individuals with substance use issues, mental illnesses, or emotional problems; and
- C. Monitoring, reviewing, and evaluating at least once each year the allocation and adequacy of behavioral health services within the state.

The purpose of the Committee is to provide customer/consumer and stakeholder input to the Health and Human Services Commission in the form of recommendations regarding the adequacy of behavioral health services and programs within the State of Texas as described below:

- A. The promotion of cross-agency coordination, state/local and public/private partnerships in the funding and delivery of behavioral health services;
- B. The promotion of data-driven decision-making;
- C. The prevention of behavioral health issues and the promotion of behavioral health wellness and recovery;
- D. The integration of mental health and substance use disorder services in prevention, intervention, treatment, and recovery services and supports;
- E. The integration of behavioral health services and supports with physical health service delivery;
- F. Access to services and supports in urban and rural areas of the state;
- G. Access to services and supports to special populations;
- H. Rules, policies, programs, initiatives, and grant proposals/awards for behavioral health services; and
- I. The five-year behavioral health strategic plan and coordinating expenditure plan.

The Committee will report to the Legislature any policy recommendations made to the HHS Executive Commissioner.

## 11. Subcommittees

Unless otherwise noted in statute, the Chair, with the approval of agency staff, may establish subcommittees that meet at other times for purposes of studying and making recommendations on issues the Committee determines appropriate to the charge of the Committee. A subcommittee may be created for a limited period of time and will cease to exist when the assigned tasks are completed or upon determination of the HHS Executive Commissioner, or it may be a standing subcommittee. The Chair and agency staff will evaluate the need for all existing subcommittees annually.

### Subcommittee Operations and Meetings

- A. Unless otherwise noted in statute or required by a grant document, members of subcommittees are required to be members of the Committee.
- B. Except as set out in #D below, subcommittee(s) will follow the general rules of the Committee as applicable.
- C. Subcommittee(s) must keep minutes of the meetings and report back to the full body.
- D. The presence of a quorum of the full committee at a subcommittee meeting:
  1. Constitutes a full committee meeting that requires posting appropriate notice of the meeting as a full Committee meeting in accordance with the Texas Open Meetings Act; and
  2. Requires the subcommittee meeting to be held in compliance with the Texas Open Meetings Act to include posting appropriate notice of the subcommittee meeting.

## **Behavioral Health Advisory Committee Subcommittees**

The subcommittees listed on the following page align with the duties of the Behavioral Health Advisory Committee (BHAC) identified in its by-laws. Subcommittees are considered ad hoc unless specifically referenced in the BHAC by-laws. All subcommittees must adhere to the BHAC by-laws. In addition, subcommittees formally identified in the BHAC by-laws may choose to establish subcommittee specific by-laws.

Each BHAC member is asked to participate on one or two subcommittees. Each subcommittee will have at least 2 and no more than 8 BHAC members. Unless otherwise stated in the subcommittee descriptions, these subcommittees will be comprised exclusively of BHAC members.

Each subcommittee will be headed by a Subcommittee Chair, elected by a simple majority of its membership, who acts as a liaison to the BHAC. When the Subcommittee Chair is not a BHAC member, the BHAC member participating in the subcommittee is required to provide an update on the Subcommittee's work at the regularly scheduled BHAC meetings.

Each subcommittee will be assigned a State staff support person who will attend all subcommittee meetings. Subcommittee meetings will be announced and conducted in accordance with the Open Meetings Act, Texas Government Code Chapter 551. The committee is not a "governmental body" as defined in the Open Meetings Act. To promote public participation, however, each meeting of the subcommittee will be announced and conducted in accordance with the Open Meetings Act, with the exception that the provisions allowing closed meetings do not apply. Note, subcommittee are not required to take public comments during their meetings.

## **BHAC Subcommittee Descriptions**

### **Block Grant Subcommittee**

The Block Grant subcommittee is established to meet the statutory and/or federal guidance related to the Community Mental Health Services Block Grant (MHBG) and the Substance Abuse Prevention and Treatment Block Grant (SABG).

- This subcommittee reviews and participates in developing the biennial MHBG and SABG applications, plans, and annual reports that are submitted to Substance Abuse Mental Health Service Administration (SAMHSA), and makes recommendations to the committee.
- The Chair of the Block Grant subcommittee will work with the Single State Authority for Mental Health and Substance Abuse (SSAMHSA), as delegated by the Governor (SSAMHSA), to ensure state agency members are appointed consistently with the requirements of the MHBG and SABG.
- State agency representation is required of the following:
  - A.** Mental Health and Substance Use Disorder Services for Children and Adolescents
  - B.** Education
  - C.** Housing
  - D.** Vocational Rehabilitation
  - E.** Criminal Justice
  - F.** Social Services
  - G.** Medicaid
- The SSAMHSA may appoint ex officio state agency members to the Committee as deemed necessary to carry out the mission of the BHAC. The ex officio members count towards a quorum.
- State Agency Members are not subject to term expiration and serve at the pleasure of the SSAMHSA.
- The number of non-agency members on this subcommittee necessary will be determined by the Chair of the Block Grant subcommittee.
- A simple majority of members present constitutes a quorum for voting.

### **Policy Subcommittee**

The Policy Subcommittee will review and report to the BHAC on legislative activities and other policy-making and funding activities related to the prevention and treatment of mental health and substance use disorders of

state agencies. This subcommittee does not participate in legislative activities in the name of the BHAC or any other state agency.

### **Rules Subcommittee**

The Rules Subcommittee will participate in the informal and formal comment process of state agencies where proposed rules concern mental health and/or substance use disorders. Additionally, this subcommittee will make recommendations for prioritizing DSHS and HHSC rules that have not yet been open for review.

### **Parity Subcommittee**

The Parity Subcommittee will increase understanding of and compliance with state and federal rules, regulations, and statutes concerning the availability of, and terms and conditions of, benefits for mental health conditions and substance use disorders.

### **Data Subcommittee**

The Data Subcommittee monitor, review, and evaluate new initiatives and current programs. Additionally, this subcommittee will review and analyze data and outcomes related to state programs serving individuals with mental health and substance use disorders.

### **Housing Subcommittee**

The Housing Subcommittee will provide input to the BHAC on housing and health related programs and policies that impact persons with behavioral health and other disabilities.

### **Children and Youth Behavioral Health Subcommittee**

This subcommittee will address the requirements of the Texas Government Code Section 531.251 and 531.255 as well as the requirements of the SAMHSA's National Child Traumatic Stress Initiative Category III Grant and the Children's Mental Health Initiative through SAMHSA. Additionally, this subcommittee meets the requirements under S.B. 200 that requires HHSC to establish an advisory committee that specifically addresses children.

- This subcommittee will continue the *collaboration of state and local efforts for seamless systems of behavioral health supports and services for children, youth, and their families.*

- Members of this subcommittee include:
  - A. one representative of Health and Human Services Commission;
  - B. three representatives of Department of State Health Services (DSHS);
  - C. two representatives of Department of Family and Protective Services (DFPS);
  - D. one representative of Texas Education Agency (TEA);
  - E. one representative of Texas Juvenile Justice Department (TJJD);
  - F. one representative of Texas Correctional Office on Offenders with Medical or Mental Impairments (TCOOMMI);
  - G. one representative of higher education;
  - H. one system of care community representative;
  - I. one trauma informed community representative;
  - J. two family representatives with a child or youth with a mental health condition;
  - K. two youth/young adult representatives that represent youths with mental health conditions;
  - L. one representative of the National Child Traumatic Stress Network Members;
  - M. one community partner representing suicide prevention;
  - N. one community partner representing an organization serving military families
- Members of this subcommittee are not subject to term expiration unless indicated by SAMHSA grant or any Texas Administrative Code or law that relates to the Texas Systems of Care initiative.
- This subcommittee will hold open meetings.
- Additional (non-voting) stakeholders representing the community, advocates and family/youth will be included in this subcommittee or in workgroups as determined necessary by the various federal grant requirements and state staff.
- The members of the Children and Youth Behavioral Health subcommittee will vote to elect a subcommittee chair.
- Reports from this subcommittee will be given to the BHAC by the staff supporting this subcommittee.

### **Self-directed Care Subcommittee**

The self-directed care Subcommittee Advises HHSC on the Self-Directed Care Pilot, assisting with program and evaluation design; providing feedback on outreach materials (including an SDC dedicated webpage); and guiding the dissemination of evaluation results to stakeholders.



## Behavioral Health Advisory Committee

### Subcommittee Assignments

**PURPOSE:** Establish subcommittees and assign each BHAC member to one subcommittee. Composition - no more than 8, no less than 2 BHAC members per subcommittee (only for BG and C&Y). Note, members agreed during 8/12/2016 meeting to allow for BHAC members to volunteer for more than one subcommittee if their schedules allowed while adhering to maximum number of participants for any subcommittee.

**Selection Criteria:** Each BHAC member was assigned a subcommittee based on their first choice.

Subcommittee	Description	Members	#	State Staff Support	Bylaws	Membership
<b>Block Grant</b>	The Block Grant subcommittee is established to meet the statutory and/or federal guidance related to the Community Mental Health Services Block Grant (MHBG) and the Substance Abuse Prevention and Treatment Block Grant (SABG).	<b>Jason Howell</b>  <b>Cynthia Humphrey</b>	<b>2</b>	Corliss Powel  TBD	No	BHAC Members, Community Members, and State Agency Reps - will require selection of community members through official posting of position, state selection committee (no EC approval required)  <b>Ad-Hoc</b>
<b>Children &amp; Youth</b>	This subcommittee will address the requirements of the Texas Government Code Section 531.251 and 531.255 as well as the requirements of the SAMHSA's National Child Traumatic Stress Initiative Category III Grant and the Children's Mental Health Initiative through SAMHSA. Additionally, this subcommittee meets the requirements under S.B. 200 that requires HHSC to establish an advisory committee that specifically addresses children.	<b>Lidya Osadchey</b>	<b>1</b>	Kisha Ledlow  Lillian Nguyen	Yes	BHAC Members, Community Members, Other Stakeholders, and State Agency Reps - will require official selection of members through by-laws (no EC approval required)  <b>Standing Committee</b>



## Behavioral Health Advisory Committee

### Subcommittee Assignments

<b>Data</b>	The Data Subcommittee monitor, review, and evaluate new initiatives and current programs. Additionally, this subcommittee will review and analyze data and outcomes related to state programs serving individuals with mental health and substance use disorders.	<b>Liz Castaneda</b>  <b>Andrea Richardson</b>	<b>2</b>	Alan Schafer  Bill Tharp	No	BHAC Members  <b>Ad-Hoc</b>
<b>Housing</b>	The Housing Subcommittee will provide input to the BHAC on housing and health related programs and policies that impact persons with behavioral health and other disabilities.	<b>Jason Howell</b>	<b>1</b>	Carissa Dougherty		<b>Ad-Hoc</b>
<b>Parity</b>	The Parity Subcommittee will increase understanding of and compliance with state and federal rules, regulations, and statutes concerning the availability of, and terms and conditions of, benefits for mental health conditions and substance use disorders.		<b>0</b>	Soila Villarreal  Joyce Pohlman		<b>Ad-Hoc</b>
<b>Policy</b>	The Policy Subcommittee will review and report to the BHAC on legislative activities and other policy-making and funding activities related to the prevention and treatment of mental health and substance use disorders of state agencies. This subcommittee does not participate in legislative activities in the name of the BHAC or any other state agency.	<b>Cynthia Humphrey</b>  <b>Colleen Horton</b>  <b>Celeste Johnson</b>  <b>Wayne Young</b>	<b>4</b>	Julie Steed  Pablo Bastida	No	BHAC Members  <b>Ad-Hoc</b>

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### Subcommittee Assignments

<b>Rules</b>	The Rules Subcommittee will participate in the informal and formal comment process of state agencies where proposed rules concern mental health and/or substance use disorders. Additionally, this subcommittee will make recommendations for prioritizing DSHS and HHSC rules that have not yet been open for review.	<b>Windy Johnson</b>  <b>Colleen Horton</b>	<b>2</b>	Lizet Alaniz	No	BHAC Members  <b>Ad-Hoc</b>
<b>Self Directed Care</b>	The self-directed care Subcommittee Advises HHSC on the Self-Directed Care Pilot, assisting with program and evaluation design; providing feedback on outreach materials (including an SDC dedicated webpage); and guiding the dissemination of evaluation results to stakeholders.		<b>0</b>	Jessie Arc		<b>Ad-Hoc</b>