

RESOLUTIONS/RECOMMENDATIONS

The MHB shall advise the governing body and the local mental health director as to any aspect of the local mental health program (WIC 5604.2, Duty 3.)

RESOLUTIONS:

- A formal expression of opinion or intention made, usually after voting, by a formal organization, a legislature, a club, or other group.
- In **law**, **resolution** is a written motion adopted by a deliberative body. The substance of the **resolution** can be anything that can normally be proposed as a motion.
- The formal decision of an organization. A motion which has obtained the necessary majority vote in favor. Related Terms: Carry. In parliamentary *law* and procedure, a motion of a single member becomes a *resolution* of the whole meeting if it carries; if it obtains necessary number of votes.

RECOMMENDATIONS:

- A suggestion or proposal as to the best course of action, especially one put forward by an authoritative body.
Synonyms:
 - advice, counsel, guidance, direction, suggestion, proposal
 - "the advisory group's recommendations"
- A suggestion about what should be done
- A thing or course of action suggested as suitable or appropriate

MHB PROCESS:

1. Issue raised by member of the MHB, public, staff or contractor.
2. Refer to Leadership - Executive Committee (E.C.) discusses issue and possible action.
3. Study or Draft Recommendation - E.C. decision to study (by E.C. or ad hoc) and/or decision to draft a recommendation or resolution.
4. Draft Resolution/Recommendation to be published with MHB meeting agenda.
5. Discussion - At MHB meeting, the item should be discussed by MHB with public input prior to vote. [Note: may be revised at meeting prior to final vote.]
6. Vote. [Minutes to note recommendation and outcome of vote.]
7. Memo or Letter: When passed, provide recommendation/resolution via memo to MH Director and/or letter to Board of Supervisors (BOS (or Governing Body)).
8. Annual Report: Include resolutions or recommendations in your annual report, along with response from MH Director.

RESPONSE: For MHSAs plans and updates, the Mental/Behavioral Health agency must include substantive written recommendations for revisions in adopted plans. The plan or update shall also summarize and analyze the recommended revisions. (WIC 5848 (b)).