

## RECRUITMENT of Board/Commission Members

### ROLE OF MHB

Local mental/behavioral health boards and commissions (MHBs) may recommend appointees to the County Board of Supervisors (or Governing Body). Counties are encouraged to appoint individuals who have experience with and knowledge of the mental health system. The board membership should reflect the ethnic diversity of the client population in the county. *WIC 5604 (a)(1)*

### STRATEGIES

In order to achieve a diverse membership (ethnic, racial, sexual orientation) that includes a good mix of consumers, family members and people with experience and knowledge of the mental health system, it is important to be intentional about inviting potential members to apply. Individual contact with people (phone call, meet for coffee) can be effective in both attracting people to the MHB, and creating relationships for future interaction with the MHB. To represent various facets of the community that interact with Mental Health, MHB's may want to reach out to:

1. Community Organizations, such as the Hispanic Chamber of Commerce or Tribal Organizations
2. Mental Health Adult Resource Centers/Consumer Groups
3. Commissions on Aging/Older Adult Groups, School Boards/School Districts
4. Criminal Justice (e.g. Sheriff, Public Defender)
5. College/Community College Boards/Staff

### PROCESS

It is important to use a process that is public, fair and respects people's privacy.

1. Public posting of MHB openings (usually done by county staff)
2. On-line or printed application publicly available (usually on county website) Sample
3. Board/Commission Chair and/or Executive Committee receives redacted applications (from staff) for follow-up interviews.
4. Two or more MHB members conduct a private interview (with set list of questions) followed by possible recommendation to the MHB. (Suggested interview questions are provided at: [www.calbhbc.org/templatessample-docs](http://www.calbhbc.org/templatessample-docs) (under Recruitment))
5. The MHB votes to recommend individuals for possible appointment by the Board of Supervisors (or Governing Body)
6. The Board of Supervisors receives the recommendations.
7. In some counties the process gets stalled at this juncture for a variety of reasons (e.g., the Supervisor may be considering another candidate, it gets "lost" in the Supervisors office) and it may be necessary to track time of correspondence, possibly consider placing a call after one month to stress the importance of having a full complement of MHB members and remind the Supervisors to make appointments..

**RULES FOR MEMBERSHIP** - See [Membership Criteria \(WIC 5604\) Page 33](#)