alameda county
behavioral health
MENTAL HEALTH & SUBSTANCE USE SERVICES

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MHSA COMMUNITY INPUT PROCESS
SAMPLE SMALL GROUP/ FOCUS GROUP AGENDA

0-10MIN   **Review** Survey and Small Group/Focus Group process:

- Attendance and collect consent/assent

10-30MIN   **Present** MHSA Overview 101 (materials available online)

- Use the MHSA 101 Fact Sheet or MHSA 101 PowerPoint

30MIN   **Review** Survey Tip Sheet and Small Group/Focus Group process

- Encourage completion of the online MHSA Community Participation & Feedback Survey

30MIN   **Facilitate** Focus Group Discussion

0-5MIN   Close

- **Forward** attendance log, consent/assent forms (if available), and completed Small/Focus Group Answer Sheet to Mariana Dailey @ Mariana.Dailey@acgov.org and Cc: MHSA@acgov.org

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MHSA COMMUNITY INPUT PROCES
FOCUS GROUP

TIP SHEET- Community Input Small Groups & Focus Group Facilitation

Setting the Stage
1. Please ensure participants complete the MHSA Community Participation & Feedback Survey online at https://acmhsa.org (for those who do not complete it, remind them at the conclusion of today's events)
2. Start by taking attendance and administer/collect (verbal) consent/assent and/or completed forms from participants
3. Take 10-15 minutes to provide an overview of the MHSA in Alameda County using the MHSA 101 Fact Sheet or MHSA PowerPoint online at https://acmhsa.org
4. Re-explain the small group/focus group process (group discussion should average about 5 minutes per question)
   ➢ Facilitators (or recorders if available) will chart responses on flip charts for the group to see and remind participants that surveys are anonymous, and information on the charts may be recorded.

Focus Group Discussion: Record/Chart all answers on the attached Small/Focus Group Answer Sheet (page 3)
- Survey Questions #2- 3: Discuss and record/chart responses
   *You may need to break Children/Youth/TAY into smaller age groups to target specific services
- Survey Question #4: Discuss and record/chart responses
- Survey Question #6: To record/chart responses, break answers into columns for "Challenges for Consumers" and "Challenges for Family"
- Survey Question #7: Be aware of language used (i.e. county program specific terms) and be ready to answer questions from group. Responses to this question may be short- let the group know that it's okay if they aren't familiar with those MHSA Service Areas
- Survey Question #8: Discuss and record/chart responses
   *Remind participants that responses and ideas can be sent at a later date via MHSA Innovations Web Form, which can be accessed through the ACMHSA website under the Innovations page.
- Survey Question #16: Discuss and record/chart responses.
   *It may help to further ask: "What is the 'Driving Force' for your participation today?"
- Wrap-up questions:
   o **Are there an additional comments, suggestions, or feedback you'd like to share?**
   o **What was this input process like for you as a participant?**

Next Steps/Closing
1. Thank participants for their time and feedback. Tell them their feedback will be incorporated into the next three-year plan which guides how we develop and deliver mental health services in the County. The plan will be publicly available when completed.
2. Remind everyone to complete the MHSA Community Participation & Feedback Survey online at https://acmhsa.org (for those who do not complete it, remind them at the conclusion of today's events)
3. Submit completed FOCUS GROUP ANSWER SHEET to Mariana.Dailey@acgov.org and Cc: MHSA@acgov.org

MHSA COMMUNITY INPUT PROCESS
SMALL/FOCUS GROUP ANSWER SHEET

FACILITATOR NAME/AGENCY:
FOCUS GROUP DATE/TIME: 3/16/2021

*Character Limit: 1000
** Each question below corresponds to the exact question on the survey.

2. What concerns related to Children/Youth/Transitional Age youth (TAY) are most important to you and your family member(s)?
    Record/List Concerns:
      RECORD ANSWERS HERE

3. What concerns related to Adults/Older Adults are most important to you and your family member(s)?
    Record/List Concerns:

4. Are there populations or groups of people whom you believe are not being adequately served by the behavioral system of Alameda County?
    Record/List Answers:

6. What barriers make it more challenging for individuals and family member(S) with mental health challenges to access mental health services?
    Record/List Challenges for Consumers:

    Record/List Challenges for Challenges for family member(s):

7   Which services or programs have been effective in addressing our local mental health concerns?
    Record/List Answers:

8   Please brainstorm any innovative ideas which would help improve mental health services in this County. Specifically ask the group how they feel about a *COMMUNITY HOLISTIC RESPONSE TEAM* that targets ethnically diverse populations
            Definitions:
            Community Response Team: Community-based or interagency team that targets African Americans and Latinx communities to support (non-crisis) urgent needs, social supports, and community treatment, short-term and long-term referrals and linkages, disaster response. The team would include non-traditional responders, faith-based agencies, partners supports, and community organizations.

Holistic approach: includes partnerships with behavioral health organizations, social services, other teams, advocacy groups, interfaith organizations, short-term housing partners, etc.:

a. What do holistic health services look like?"
   Record/List Answers:

b. What would be the ingredients/components we should consider when creating a community holistic response team?
   Record/List Answers:

c. How would you develop a new service team model? How would you better engage and treat SMI clients who qualify for ACBH services through a revamping of the service team model in South & East County?
   Record/List Answers:

d. What could be a model for warm hand off/drop off from crisis stabilization/crisis teams and CATT
   Record/List Answers:

16. Which stakeholder group do you primarily identify with?
    Record/List Answers: