

DRAFT 9/21/2016



## California Association of Local Behavioral Health Boards and Commissions

**DATE: September 25, 2016**  
**TO: MENTAL HEALTH/BEHAVIORAL HEALTH BOARDS/COMMISSIONS**  
**FROM: Cary Martin, President**  
**RE: FY 2017 TRAINING SURVEY**

Attached, please find a five-question survey to be completed by your Board/Commission, hopefully at their next meeting. The California Association of Local Behavioral Health Boards and Commissions (“the Association”) intends to provide free training to several Boards/Commissions/Regions during this fiscal year. Thus, the attached survey tool has been developed to ascertain topics of interest and additionally, to help build a Resource Bank by identifying members throughout the State with expertise in a variety of subjects.

The Association Training Committee is seeking people to join with us to help with logistics, provide training and/or identify trainers with specific expertise in subjects of interest to our membership. Funding for training is being appropriated from our grant funds; thus, there is no additional charge to receive training through the Association. Ideally, we envision providing two trainings in each of the five Association regions.

Upon receipt of the survey tool, we will aggregate the responses, identify trainers, match or select available dates, and report back to local boards/commissions/regions requesting training. To accomplish this task, **please return the survey no later than November 1, 2016**. The survey can be e-mailed to me ([thecarymartin@gmail.com](mailto:thecarymartin@gmail.com)) or mailed to Terry Bohrer (1661 Pine St, Apt. 646, San Francisco, CA 94109).

With your input, we look forward to developing a robust training program in FY 2017. Thank you for your assistance in this regard.



# California Association of Local Behavioral Health Boards and Commissions

## TRAINING SURVEY

1. Please check all training topics your Board/Commission would be interested in:

- Running Effective/Efficient Board meetings
- Welfare & Institutions Mental Health Board laws
- How to Conduct Site Visits
- How to Review MHSA and Other Budget documents
- Techniques and Skill Building to Influence Decision-makers
- The Brown Act
- Assisted Outpatient Treatment
- Interviewing Skills
- Disaster Mental Health Planning and Preparedness
- Report Writing
- Continuum of Care Planning
- Developing an Annual Work Plan
- Understanding Contracts/Data
- Other:

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2. Do you have Board/Commission members with special expertise who would like to join our Training Committee?  Yes  No

If YES, what TRAINING or SUBJECT expertise and contact information:

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3. Does your Board/Commission want training during its regular meeting?  At an all-day retreat?  At Regional Meetings?  At the Association quarterly and Annual meetings?

4. When would you like to schedule training:

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NAME OF PERSON COMPLETING SURVEY: \_\_\_\_\_

TELEPHONE NUMBER AND/OR E-MAIL ADDRESS: \_\_\_\_\_

COUNTY: \_\_\_\_\_