

Presented by: The Manager  
Introduced: 03/07/88  
Drafted by: K.C.R.

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 1291

A RESOLUTION CREATING THE SOCIAL SERVICES ADVISORY BOARD; ESTABLISHING THE MENTAL HEALTH, ALCOHOL/SUBSTANCE ABUSE, AND SOCIAL SERVICE BLOCK GRANT, COMMITTEES OF THE BOARD; AND REPEALING RESOLUTION SERIAL NOS. 1113 AND 1214.

WHEREAS, State of Alaska regulations require that there be two separate advisory committees to advise the mental health and alcohol/substance abuse programs of the city and borough, and

WHEREAS, it is appropriate that the Social Services Advisory Board perform the advisory functions set forth hereinabove through committees of the board, and

WHEREAS, reducing the number and type of social services advisory board committees to the three committees set forth hereinabove would enhance Assembly oversight and participation, broaden the experience of committee members, permit more efficient subcommittee structuring, and otherwise improve the efficiency and effectiveness of the committee system;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

1. Repeal and Replacement. Resolution Serial Nos. 1113 and 1214 are hereby repealed and replaced by this resolution.

2. Creation of Board. There is hereby created the Social Services Advisory Board ("SSAB").

3. Establishment of Committees. There is hereby established within the SSAB, the Mental Health Advisory Committee ("MHAC"), the Alcohol/Substance Abuse Advisory Committee ("ASAAC"), and the Social Services Block Grant Advisory Committee ("SSBGAC").

4. Social Services Advisory Board Purposes. The purposes of the SSAB are as follows:

A. Social Services Plan. Development of a city and borough comprehensive social services plan ("plan"), including annual review and updating of the plan. The plan includes methods of coordination of local, state, and private nonprofit agencies.

B. Appointment of Committee Members. Appointment of SSAB members and non-SSAB members to membership on the MHAC, the ASAAC, and the SSBGAC. Non-SSAB committee appointees shall not be considered SSAB members.

(1) Appointment of Committee Chairpersons. Appointment of MHAC, ASAAC, and SSBGAC, chairpersons; provided that, to ensure coordination, chairpersons must be members of the SSAB.

(2) Limitations. A member of the SSAB may be a member of no more than one committee at a time and may chair no more than one committee at a time.

C. Coordination. Coordination of all committee's activities.

D. Review. In the event that committee recommendations will be presented to the Assembly or will substantially change existing city and borough administrative or program policy, the SSAB shall first review and approve such recommendations.

E. Goals and Objectives. Regularly review the goals and objectives of each committee.

F. Assembly Requests. Perform such other functions and advise the Assembly on such other matters as the Assembly may request.

5. Committee Purposes.

A. Mental Health Advisory Committee. The purposes of the MHAC are as follows:

(1) To advise the city and borough mental health program regarding short and long-range policy; especially regarding the scope and amount of services to be provided by the city and borough mental health center.

(2) To review mental health grant applications.

(3) To review mental health program operations.

(4) To comment on mental health-related ordinances, resolutions, and budget issues, before the Assembly.

(5) To submit major policy recommendations to the SSAB for review.

(6) To submit all committee meeting minutes to the SSAB.

B. Alcohol/Substance Abuse Advisory Committee.  
The purposes of the ASAAC are as follows:

(1) To advise the city and borough alcohol and substance abuse program regarding short and long-range policy, including annual budget review.

(2) To review alcohol/substance abuse grant applications.

(3) To review alcohol/substance abuse program operations.

(4) To comment on alcohol/substance abuse-related ordinances, resolutions, and budget issues, before the Assembly.

(5) To submit major policy recommendations to the SSAB for review.

(6) To submit all committee meeting minutes to the SSAB.

C. Social Services Block Grant Advisory Committee.  
The purposes of the SSBGAC are as follows:

(1) To perform community-wide social services needs assessments.

(2) To develop administrative and program guidelines for the social services block grant, and to recommend these guidelines to the Assembly. The committee will not necessarily implement the guidelines. The full SSAB,

or the SSBGAC, or others as recommended by the SSBGAC in the guidelines, may participate as block grant reviewers.

(3) To submit major policy recommendations to the SSAB for review.

(4) To submit all committee meeting minutes to the SSAB.

6. Social Services Advisory Board Membership. The SSAB shall consist of nine members who shall serve without compensation. Initially, the SSAB membership shall consist of the current nine members of the existing Alcohol, Mental Health, and Social Services Advisory Board (AMHSSAB). As the membership terms of the former AMHSSAB members expire, new SSAB members will be appointed for three-year terms; provided that the initial appointments for new SSAB members shall be as follows:

<u>Current Term Expiration Date</u>	<u>No. of SAAB Seats</u>	<u>New Expiration Date</u>
09/30/88 (the terms of 5 AMHSSAB seats expire)	3	09/30/91
	2	09/30/90
. . . . .		
09/30/89 (the terms of 4 AMHSSAB seats expire)	3	09/30/92
	1	09/30/90

Nominations for appointment shall be made by the Assembly Committee on Committees, and shall be subject to ratification by the Assembly. Appointees shall not be employees, agents, or board members of agencies that receive grants through the city and borough; except that current AMHSSAB members who will become SSAB members and who do not meet this requirement are exempt from this requirement for the remainder of their current term. The SSAB shall elect its own officers.

7. Mental Health Advisory Committee Membership. The MHAC shall consist of seven members appointed by the SSAB as set forth in subsection 4(B) hereinabove. Members shall serve without compensation for two-year terms, except of those first appointed, three shall serve for a one-year term and four shall serve for a two-year term. No more than three members

may be providers of direct health care services. Appointees shall not be employees, agents, or board members of agencies that receive grants through the city and borough, except as provided in Section 6 hereinabove. The MHAC shall elect its own officers, except for the chairperson, who shall be appointed by the SSAB as set forth in subsection 4(B)(1) hereinabove. The seven MHAC committee members shall include:

A. As many as three, but not less than two, members from the SSAB;

B. A school official or the designee thereof.

C. A representative of the Alaska State Division of Family and Youth Services or the designee thereof.

D. As many as three, but not less than two, community representatives. Such members should include, but shall not be limited to, representatives of the city and borough minority community, the business community, consumers, youth, and the medical profession.

8. Alcohol/Substance Abuse Advisory Committee Membership. The ASAAC shall consist of seven members appointed by the SSAB as set forth in subsection 4(B) hereinabove. Members shall serve without compensation for two-year terms, except of those first appointed, three shall serve for a one-year term and four shall serve for a two-year term. Appointees shall not be employees, agents or board members of agencies that secure grants through the city and borough, except as provided in Section 6 hereinabove. The ASAAC shall elect its own officers, except for the chairperson, who shall be appointed by the SSAB as set forth in subsection 4(B)(1) hereinabove. The seven ASAAC committee members shall include:

A. As many as three, but not less than two members from the SSAB;

B. A Bartlett Memorial Hospital official or the designee thereof;

C. A school official or the designee thereof; and

D. As many as three, but not less than two community representatives. Such members should include, but shall not be limited to, representatives of the city and borough minority community, the business community, consumers, youth, and the medical profession.

9. Social Services Block Grant Advisory Committee Membership. The SSBGAC shall consist of seven members appointed by the SSAB as set forth in subsection 4(B) hereinabove. Members shall serve without compensation for two-year terms, except of those first appointed, three shall serve for a one-year term and four shall serve for a two-year term. Appointees shall not be employees, agents, or board members of agencies that receive grants through the city and borough. The SSBGAC shall elect its own officers, except for the chairperson, who shall be appointed by the SSAB as set forth in subsection 4(B)(1) hereinabove. The seven SSBGAC committee members shall include:

- A. Three members from the SSAB;
- B. A representative from the city and borough Commission on Aging;
- C. A youth representative; and
- D. Two community representatives. Such members should include, but shall not be limited to, representatives of the city and borough minority community, the business community, consumers, youth, and the medical profession.

10. Rules of Procedure. The rules of procedure for Assembly advisory committees established by Resolution Serial No. 1180, as amended by Resolution Serial No. 1213, shall govern the conduct of business by the SSAB, the MHAC, the ASAAC, and the SSBGAC.

11. Organizational Chart. The organizational chart attached hereto as Exhibit A depicts the relationships between the Assembly, the Assembly Health, Education, and Social Services Committee, the SSAB, the MHAC, the ASAAC, and the SSBGAC.

12. Administrative Support. The city and borough manager shall provide the SSAB, the MHAC, the ASAAC, and the SSBGAC such staff support from within the department of health and social services as may be available and appropriate