

**San Mateo County Behavioral Health Commission Retreat**  
**January 28, 2023, 9am-3pm**  
**San Carlos Library, Community Room**  
**610 Elm Street, San Carlos**

**Retreat Purpose:** Develop initial goals and action steps for the Commission for 2023

**Objectives:**

- Assess the Commission’s progress over the past year and reflect on accomplishments
- Identify Commission goals for 2023
- Begin developing an action plan for addressing Commission goals
- Build on existing relationships to enhance collaboration and teamwork

9:00-9:15 Arrive and Coffee/Breakfast

9:15-9:25 Roll Call, Introductions, Agenda Approval, Public Comment (Chris)

9:25-9:35 Facilitator Introduction, Agenda Review, Group Agreements (Facilitator)

9:35-10 Framing Activity (All)

*Purpose: To get to know each other better, set the tone for the day, and begin identifying priorities*

10-10:50 Accomplishments from Last Year

*Purpose: Develop a shared understanding of accomplishments over the past year and what remains to be done*

- Reflect on accomplishments related to the Commission’s 2021-2022 goals:
  - Interface with law enforcement (Chris lead)
  - Tele health (Jean or Leti lead)
- Committee Chairs report out on accomplishments in 2022:
  - Children and Youth Committee (Freida)
  - Adult Committee (Yoko)
  - Older Adult Committee (Jean)
  - Alcohol and Other Drugs Committee (Paul)
  - MHSA Steering Committee (Leti & Jean)
- Commission discussion

10:50-11:05 Break

11:05-11:25 BHRS Strategic Plan Presentation and Discussion (Lisa Mancini)

*Purpose: Understand the status of the BHRS strategic plan and how the Commission’s work relates to it*

11:25-12:25 Goals for 2022 (All)

*Purpose: Begin to identify key Commission goals for 2023*

12:25-12:55 Lunch

12:55-1:40 Breakout Groups for Goals (All)

*Purpose: Begin to identify tasks, key activities, timelines, lead for each goal (see format)*

1:40-2:00 Report Out from Breakout Groups (All)

*Purpose: All Commissioners hear and discuss initial action plans for the goals*

2:00-2:15 Break

2:15 – 2:45 Summary and Next Steps (All)

- Next steps for Committees, Committee chair reflections
- Other next steps based on goals and action plans

2:45 – 3:00 Meeting Evaluation and Closing Activity (All)

3:00 Adjourn (Chair)

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## **PRE-WORK:**

### **All:**

- Think about priorities for the coming year
- Review the annual report, past goals and workplans and reflect on 2022 accomplishments: what was accomplished and what remains to be done? What were some barriers and challenges
- Review available data including MHSA 3 year plan and amendments: see these links: Annual Update FY 22/23 – [presentation](#) / [executive summary](#) / [approved plan](#) / [amendment](#), any other data, and consider additional data needs
- Committees review past goals, workplans and annual report to prepare to discuss accomplishments
  - Children and Youth Committee
  - Adult Committee
  - Older Adult Committee
  - Alcohol and Other Drug Committee
  - MHSA Steering Committee

### **Committee Chairs:**

- Prepare to report out on your Committee's accomplishments in 2022: you will have only about **5 minutes each** to report on:
  - What your committee accomplished

- What were some barriers/challenges
- What remains to be done