COALITION DECISION MAKING PROCESS

100% Consent (vs. majority/supermajority)
• Coalition registers support/opposition on what issues? Coalition members suggest issues. Coalition Facilitator and Coalition Steering Committee members keep an eye on potential issues for 100% consent action.

ROLES AND RESPONSIBILITIES FOR ALL COALITION MEMBERS
• Generate ideas for issues to address, needs and gaps.
• Provide input on Coalition meeting agenda items.
• Attend larger Coalition meetings (approximately 4 per year).
• Each organization member identifies his or her organizations contributions to the Coalition. Examples include:
  • Serve on ad hoc committees
  • Help write/edit documents
  • Provide meeting space/refreshments
  • Take on miscellaneous assignments
• Respond to periodic checklist of subject matter expertise sent out by Facilitator.
• Share media contacts and work with local media on consensus Coalition issues.
• Feedback on implementation of state initiatives in local areas as appropriate.
• Agree to Coalition principles and rules of engagement.

WHAT ORGANIZATIONS CAN BE MEMBERS OF COALITION?
• Limited state agency in consideration of open records access.
• Steering Committee’s role/responsibilities include deciding on organizations’ membership.
• Agree to Coalition principles and Coalition rules of engagement.
• Organizations can ask to not be listed on website and public Coalition items.

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ROLES AND RESPONSIBILITIES OF STEERING COMMITTEE

- Timeliness in sharing information and in responding to Coalition communications.
- Participation—attend monthly meetings in person and contribute to preparation and discussions.
- Timely information sharing on issues related to the prevention and treatment of MHSUD and issues that could have intended and unintended consequences for MHSUD.
- Promote the Coalition.
- Approve Coalition membership based on participation criteria.
- Develop steering committee and broader Coalition communication guidelines as needed.
- Identify/draft policy priorities for consideration.
- Assign ad hoc committees as needed. Ad hoc committees to have steering committee chair.
- Identify resources that the larger group can offer/provide to other stakeholders and decision makers.

HOW DO WE ESTABLISH STEERING COMMITTEE MEMBERSHIP?

- Interest, self-nomination.
- Past and current participation of organization in Coalition.
- 10 spots on steering committee (or some other number)
- Re-visit membership each year.
- One vote per organization when Steering Committee takes a vote on an issue.

RULES OF ENGAGEMENT SAID THREE WAYS

- Respect: active listening, ask questions re information shared when needed, explain positions, have sidebar conversations with Coalition members with whom there is disagreement.
- Participation: be prepared; participate in discussions, timely responses regarding Coalition business. Every organization needs to make contributions to the Coalitions work and needed support.
- Anonymity: keep confidential statements of other Coalition members, while using the information shared to promote Coalition goals.
- Collaboration—
  - Share information.
  - Do not represent the Coalition unless Coalition members in writing have addressed an issue with 100% agreement.
  - If there is disagreement with a Coalition member organization's position, announce, discuss if a compromise is possible. If no compromise, announce disagreement again.
  - If a certain bill is being discussed during the legislative session and a Coalition member's organization is in opposition to the majority of Coalition members, announce disagreement and step out of the room when strategy is discussed. However, as noted elsewhere always search for a compromise that can bridge the gap among organizations. Likely this scenario can be applied to other Coalition discussions.
  - Support mission: actively work to inform decision makers and other stakeholders about the Coalition and agreed policies.