

**MENTAL HEALTH & RECOVERY  
SERVICES BOARD OF LUCAS COUNTY**

**Board Organization**

**COQ: VI-A.1  
Effective: 4-1-16  
Supersedes: 3-1-14**

**POLICY**

It is the policy of the Mental Health and Recovery Services Board (MHRSB) of Lucas County to establish an organizational structure for the MHRSB, its committees, sub-committees and staff which supports its mission and goals. In doing so, the MHRSB will regularly review existing policies and structures.

Specifically, the MHRSB will develop and approve a governance structure for MHRSB operations including; the development of committees and sub-committees and officer and member expectations and responsibilities for the MHRSB and established committees and sub-committees. Furthermore, should a vacancy in the MHRSB membership occur, the appointing authority will be notified via certified mail. The MHRSB will recommend to Ohio Mental Health and Addiction Services and the Commissioners of Lucas County, candidates for appointment to the MHRSB consistent with Ohio Revised Code requirements for designated positions, inclusion and diversity. Committee and sub-committee membership will also reflect the MHRSB's efforts for inclusion and diversity to the extent possible.

Additionally, the MHRSB will develop and approve an employee table of organization with associated salary ranges.

The MHRSB delegates to the Executive Director, the authority necessary to implement policies, establish associated procedures, and supervise all staff. All official communication between the MHRSB members and staff will be through the Executive Director or the Executive Director's designee.

**ACCOUNTABILITY**

Board Chair

**PROCEDURE**

At a minimum, the MHRSB will review its governance and operational structure, membership, and employee table of organization in conjunction with its review of its established Strategic Plan.

**Approved:**

  
**Scott A. Sylak, Executive Director**

3-15-16  
**Date**