

Region 7E Adult Mental Health Initiative Governing Board Operating By-Laws

A. NAME

The Name of this group shall be Region 7E Adult Mental Health Initiative Governing Board.

B. AUTHORITY

The authority of the respective County Mental Health Authorities in accordance with M.S. 245.4661 establishes the Region 7E Adult Mental Health Initiative Governing Board. The Region 7E Adult Mental Health Initiative Governing Board shall operate under limited authority granted to it by the respective County Mental Health Authorities of Chisago, Isanti, Kanabec, Mille Lacs, and Pine counties. Authority not expressly granted to the Region 7E Adult Mental Health Initiative Governing Board by individual County Boards is reserved to those County boards.

C. PURPOSES

The Region 7E Adult Mental Health Initiative Governing Board exists to plan and develop, within its geographic jurisdiction, a system of care serving adults with serious and persistent mental illness (SPMI).

Mission and Principles

Region 7E AMHI is dedicated to improving the mental health of the community through intentional planning and partnerships. Region 7E is committed to the following:

- Lived experience with mental illness guides governance and service development.
- Promote and facilitate collaboration across stakeholders to fully utilize all available resources.
 - Stakeholders include, but are not limited to, counties, tribes, service providers, Department of Human Services (DHS), Managed Care Organizations (MCOs), County Local Advisory Councils (LACs), law enforcement, faith communities, and persons with lived experience.
- Prioritize assessing regional needs and areas for service development via formal assessment.
- Biennial strategic planning for existing and future mental health service needs.
- Commitment to develop person-centered, culturally responsive services that support recovery and resilience.
- Services developed assure equitable access, early intervention, coordination of care, and careful application of available resources.
- Utilize a data driven method and approach to evaluate the impact of the services funded and to provide a fiscal accountability structure.

- To provide specific recommendations to the respective County Mental Health Authorities.

D. MEMBERSHIP

The Region 7E AMHI Governing Board shall consist of representatives from Chisago, Isanti, Kanabec, Mille Lacs, and Pine Counties. Each county shall appoint two voting representatives, in January of each year, empowered to act on behalf of their County Mental Health Authority. Consistency in the annual county representatives appointed is an expectation of Region 7E.

The Board shall also include two (2) Consumer/Family Member Representatives, each holding an individual vote. Consumer/Family Member Representatives shall be appointed by the Governing Board, through an application and interview process, and serve staggered three-year terms, without term limits.

Consumer/Family Member Representative Selection Process:

The position opening shall be advertised and interested parties shall complete an application form, as determined by the Governing Board. Applications will be reviewed and selected for interview in a process approved by the Region 7E Health and Human Services Directors. The Consumer/Family Representative members shall be paid a stipend and reimbursed mileage, as indicated in the current year's contract.

E. LENGTH OF TERM

Membership terms for County appointed Governing Board members are to be determined by the appointing authority of each individual County. Consumer/Family Member Representatives shall serve three-year terms, without term limits.

F. OFFICERS

The officers of the Region 7E Governing Board shall be the Chairperson and Vice-Chairperson.

1. The Chairperson shall rotate annually among the participating counties, according to the established rotation schedule.
2. The Vice-Chairperson shall rotate annually among the participating counties, according to the established rotation schedule.
3. Officer Rotation:
 - a. Effective January 1st, 2026, the Chairperson and Vice-Chairperson shall rotate among member county representatives, in alphabetical order. Thereafter, the Vice-Chairperson shall succeed to be the Chairperson for the next term, and the next county in alphabetical order shall serve as the Vice-Chairperson.
4. Rotation schedule:
 - a. 2026: Chisago and Isanti County

- b. 2027: Isanti and Kanabec County
 - c. 2028: Kanabec and Mille Lacs County
 - d. 2029: Mille Lacs and Pine County
 - e. 2030: Pine and Chisago County
5. The Governing Board may approve variations to the rotation schedule, as needed.

G. DUTIES OF OFFICERS

Chairperson:

- 1. To review the agenda and related material for the Governing Board.
- 2. To chair the Governing Board meetings.
- 3. To coordinate and communicate with the Region 7E Planner and Vice-Chairperson as necessary to support the effective administration and operation of the Governing Board.

Vice-Chairperson:

- 1. In the absence of the Chairperson, the Vice-Chairperson shall serve the above functions.
- 2. If the Vice-Chairperson is unavailable, the next County Supervisor in rotation will assume the duties, as needed.
- 3. To coordinate and communicate with the Region 7E Planner and Chairperson as necessary to support the effective administration and operation of the Governing Board.
- 4. To attend the Regional Local Advisory Council (LAC) on Mental Health meeting or to ensure a Governing Board representative is present for each meeting.

H. ELECTIONS

No elections will be necessary.

I. GOVERNING BOARD

The Governing Board provides oversight of AMHI activities, approves budgets and expenditures, and ensures compliance with regional and state requirements. Members are responsible for attending meetings, participating in committees, and representing their respective counties or stakeholder groups.

The Governing Board will be responsible for providing oversight for any subcommittees or workgroups that may need to be established. Subcommittees or workgroups will be established as needed to perform specific tasks for the Region 7E Governing Board.

Governing Board Member Responsibilities:

- A. To attend all regularly scheduled Governing Board meetings and assigned workgroups.

- B. A commitment to focus on long-range and strategic planning for Mental Health Services within the Region, as it relates to the allocation of AMHI funds or Mobile Crisis grant funds for mental health programs/services.
- C. Give recommendations on matters related to Mental Health Services design and delivery within Region 7E.
- D. Give recommendations to the respective Local Advisory Council on Mental Health (LAC) and/or County Board regarding the unmet mental health needs within the Region and individual counties.

J. MEETINGS

Regular meetings of the Region 7E Governing Board shall be held monthly, on the fourth Monday of the month, or as agreed upon in advance by the Governing Board. Meetings will be held in a location central to the geographic planning area. The Governing Board shall conduct its meetings in compliance with applicable Open Meeting Laws. Any requested additions to the agenda shall be made to the Region 7E Planner. The Region 7E Planner, in coordination with the Chairperson and Vice-Chairperson, will determine if the item will be added to the agenda. Final agenda materials shall be emailed to all persons on the Governing Board at least five (5) business days before regular meetings. The Chairperson may call special meetings as needed.

The Region 7E Governing Board shall hold an annual meeting for the purpose of reviewing the budget, considering funding proposals, and allocating funding for the following year. Meetings are open to the public.

K. VOTING

Decisions shall be made by majority vote of members present, following a good-faith effort toward consensus. Voting may occur in person or virtual meeting platform. Each County Representative and Consumer Representative shall have one vote. County representatives may appoint a proxy to vote on their behalf. In the case of a tie, the issue or motion at hand shall fail to pass. At the request of any member present, a vote shall be taken by ballot.

L. FISCAL HOST

The Fiscal Host will be determined by the Governing Board. The Fiscal Host will be compensated annually, as agreed and approved by the Governing Board. The Fiscal Host shall manage AMHI and Mobile Crisis grant contract development and management, subcontractor monitoring, and reimbursement processes in accordance with state and federal requirements. Any decision not covered by these bylaws shall follow the policies of the Fiscal Host.

M. CONFLICT OF INTEREST

All Governing Board members must complete a conflict-of-interest disclosure form annually. The Chairperson and the Vice Chairperson will review conflict of interest disclosure forms annually in January. In addition, members are expected to declare any actual, potential, or perceived conflict of interest at the time it arises and abstain from related discussion or voting. Members are expected to maintain the highest ethical standards, including avoiding situations that may create, or appear to create impropriety.

The meeting minutes shall reflect all conflict declarations and abstentions.

N. AMENDMENTS AND BY-LAWS REVIEW

These bylaws shall be reviewed at least annually. Amendments require a majority vote of the full Governing Board at a regularly scheduled meeting.

O. QUORUM

A quorum shall consist of a simple majority of current voting members.

Approved this 17th day of February, 2026

By: Jolene Thorsen
Chisago County Director Date: 02/25/2026

By: goldmay
Isanti County Director Date: 2/17/2026

By: chambler
Kanabec County Director Date: 2/12/2026

By: Chae Kohy
Mille Lacs County Director Date: 2/12/2026

By: Rebecca Foss
Pine County Director Date: 2/12/2026

By: Amy Johnstone
Consumer Representative Date: 2/23/2026

By: Michelle Dehendorf
Consumer Representative Date: 2/23/2026

Previous Revisions:

- Revised 10/10/2012
- Revised 8/26/13 effective 9/1/2013
- Revised 07/26/2017
- Revised 12/17/2018
- Revised 01/27/2020
- Revised 11/27/2023
- Revised 10/1/2025
- Revised 1/26/2026