

Public Affairs/ Education/ Community Relations/ Policy/ Advocacy:

Standard	Documentation/ Evidence	Self Assessment	Checklist	
			Yes	No
II-A.1 The Board engages in planned and organized efforts to inform the public about the work of the Board/Behavioral Health issues in the Community.	Documentation of Communication with Constituents	Has the Board engaged in planned and organized efforts to inform the public about work of the Board/Behavioral Health issues in the Community?	II-A.1	
II-A.2 The Board demonstrates compliance with Ohio's Sunshine Laws.	Written Documentation	Does the Board comply with Ohio's Sunshine Laws?	II-A.2	
II-A.3(a) The Board has adopted a public records policy in compliance with the Public Records Law for responding to public records request.	Policy	Does the Board have a public records policy?	II-A.3(a)-1	
		Unless as provided in the Public Records Law, does the policy not limit the number of public records that it will make available during a fixed period of time?	II-A.3(a)-2	
II-A.3(b) The Board has distributed its public records policy to its designated records custodian/ records manager.	Position Description Signed Acknowledgement	Has the Board designated a records custodian/ records manager?	II-A.3(b)-1	
		Name: _____	II-A.3(b)-2	
		Is there evidence that the Board's records custodian/ records manager has received the Board's public records policy?	II-A.3(b)-3	
II-A.3(c) The Board's records custodian/ records manager has acknowledged receipt of the public records policy.	Signed Acknowledgement	Is there evidence where the records custodian or records manager has acknowledged receipt of the public records policy?	II-A.3(c)-1	

II-A.3(d) The Board has posted its public records policy	Public Records Poster	Has the Board created a poster that describes its public records policy, and has posted the poster in a conspicuous place?	II-A.3(d)-1	
II-A.4(a) The Board takes formal positions on public policy issues affecting behavioral health.	As communicated and shared by the Board	Does the Board take formal positions on public policy issues affecting behavioral health?	II-A.4(a)	
II-A.4(b) The formulation of these positions includes consideration of feedback from key stakeholders and constituent groups including consumer and family members.	As communicated and shared by the Board	Does the Board's method of communicating public policy issues include consideration of feedback from key stakeholders and constituent groups including consumer and family members?	II-A.4(b)	
II-A.4(c) The Governing Board is informed about public policy issues.	As communicated and shared by the Board	Is the Governing Board informed about public policy issues?	II-A.4(c)-1	
		How is the Governing Board informed about public policy issues?	II-A.4(c)-2	
II-A.5 The Board communicates with local, state, and federal decision makers (e.g., County Commissioners, legislators, state departments, etc.).	As communicated and shared by the Board As appropriate, supporting documentation that might demonstrate conformance	Is there evidence that the Board has communicated with relevant local, state and federal decision makers in promoting system wide priorities as public policy?	II-A.5	