

**POLICIES AND PROCEDURE MANUAL**

<b>Chapter:</b>	<b>General Management</b>		
<b>Title:</b>	<b>Legislative and Public Policy Advocacy</b>		
<b>Policy:</b> <input checked="" type="checkbox"/> <b>Procedure:</b> <input type="checkbox"/> <b>Page:</b> 1 of 2	<b>Review Cycle:</b> Biennial  <b>Author:</b> Chief Executive Officer Operations Council	<b>Adopted Date:</b> 07.07.2015  <b>Review Date:</b> 09.10.2024	<b>Related Policies:</b> General Management Delegation to CEO and Executive Limitations

**Purpose**

Mid-State Health Network (MSHN) exists to serve in the best interest of and to the benefit of all Community Mental Health Service Program (CMHSP) Participants, Substance Use Disorder (SUD) Provider Network Participants and their consumers. Any legislative and/or public policy advocacy shall be consistent with the organization’s mission, vision and values. This policy is intended to outline the MSHN Board’s parameters for legislative and public policy advocacy.

**Policy**

MSHN legislative and public policy advocacy shall be in accordance with applicable laws and regulations, its contracts, and/or with position statements on specific issues or for general advocacy if adopted by the Board.

*MSHN shall comply with the Anti-Lobbying Act, 31 USC 1352 as revised by the Lobbying Disclosure Act of 1995, 2 USC 1601 et seq, and Section 503 of the Departments of Labor, Health and Human Services and Education, and Related Agencies Appropriations Act (Public Law 104-209). Further, MSHN shall require that the language of this assurance be included in the award documents of all sub-awards at all tiers (including subcontracts, sub- grants, and contracts under grants, loans and cooperative agreements) and that all sub- recipients shall certify and disclose accordingly.*

*MSHN shall comply with all applicable standards, orders, or requirements issued under 31 U.S.C. 1352 and 45 CFR Part 93. No appropriated funds may be expended by the recipient of a federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.*

MSHN advocacy is based on member study and agreement on selected issues and involves concerted efforts to achieve public policies consistent with MSHN’s positions. When MSHN reaches consensus or majority decision on an issue, it speaks with one voice when representing the position of the Board. MSHN Board members, and staff, may decline to take action at any governmental level and maintain a public silence, but may not take action in opposition to official MSHN positions when representing the organization.

Advocacy actions include, but are not limited to, providing information to, policy makers, legislators, beneficiaries, other key stakeholders and the public; for the purpose of building public opinion, and supporting or opposing public policy or legislation. Methods to do this can include, but are not limited to testifying at public hearings, using public forums and the media, panel discussions, MSHN publications, and communication with public officials.

**Applies to**

- All Mid-State Health Network Staff Selected MSHN Staff, as follows:
- MSHN                       CMHSP Participants Policy Only                       Policy and Procedure
- Other: Sub-contract Providers
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**Definitions**

CEO: Chief Executive Officer  
CMHSP: Community Mental Health Service Program  
MSHN: Mid-State Health Network  
SUD: Substance Use Disorder

**Related Materials:**

Mid-State Health Network Operating Agreement, Article II, Purpose, Operating Philosophy, Guiding Principles, Scope and Authority of Entity

**References/Legal Authority**

1. Anti-Lobbying Act, 31 USC 1352 as revised by the Lobbying Disclosure Act of 1995, 2 USC 1601 et seq, and Section 503 of the Departments of Labor, Health and Human Services and Education, and Related Agencies Appropriations Act (Public Law 104-209).  
31 U.S.C. 1352 and 45 CFR Part 93.

**Change Log:**

<b><u>Date of Change</u></b>	<b><u>Description of Change</u></b>	<b><u>Responsible Party</u></b>
06.2015	New Policy	Chief Executive Officer
05.2016	Annual Review	Chief Executive Officer
01.2017	Annual Review	Chief Executive Officer
01.2018	Annual Review	Chief Executive Officer
06.05.2018	Review	Board Policy Committee
06.15.2018	Review	Board Executive Committee
01.29.2019	Annual Review	Chief Executive Officer
07.21.2020	Biennial Review	Chief Executive Officer
07.2022	Biennial Review	Chief Executive Officer
07.2024	Biennial Review	Chief Executive Officer