



DECEMBER 13, 2022
VIRTUAL MEETING MINUTES

4:00 – 5:00 PM

MENTAL HEALTH SERVICES ACT (MHSA)
ANNUAL PUBLIC HEARING

5:00 – 6:00 PM

MENTAL HEALTH ADVISORY BOARD (MHAB)

Mental Health Advisory Board Members: Supervisor Monica Brown, Denise Coleman, Daniel Cotton, Rachelle Jackson, Chair (late), Heather Theaux-Venezio and Michael Wright.

Behavioral Health Services Division Members: Emery Cowan, Chief Deputy, Behavioral Health Director, Leticia De La Cruz Salas (absent) and Tracy Lacey, Senior Mental Health Manager & MHSA Coordinator.

MENTAL HEALTH SERVICES ACT (MHSA) ANNUAL PUBLIC HEARING
DISCUSSION & ACTION ITEMS

I.	<p>CALL TO ORDER/ROLL CALL</p> <p>The MHSA Annual Public Hearing was called to order by Monica Brown at 4:06 pm. A quorum was attained.</p>
II.	<p>PUBLIC HEARING PROCEDURES AND GUIDELINES</p> <p>Tracy Lacey explained procedures and public comment guidelines to the members of the public.</p>
III.	<p>SOLANO COUNTY BEHAVIORAL HEALTH (SCBH) MHSA ANNUAL UPDATE FISCAL YEAR 2022/23</p> <p>Tracy Lacey presented on the MHSA Annual Update which included education on MHSA regulations; local and state updates; outcomes and expenditures for fiscal year 2021/2022; budget allocations for FY 2022/23; and results from the recent round of community program planning. Members of the public and MHAB members were given an opportunity to provide public comment and feedback from the Board.</p>
IV.	<p>PUBLIC COMMENT</p> <p>Members of the Public were provided an opportunity to ask questions or provide comments.</p> <p><u>Tamuri Richardson, President of Solano County Black Chamber of Commerce</u> - "There was a budget of over \$30M. I am questioning so many gaps with so much in the budget. Have you identified how to move forward to correct these gaps with such a massive budget?" <u>County Response:</u> Tracy Lacey respond by highlighting the MHSA budget is a plan to spend the funds to address needs and gaps identified, however there are a variety of factors related to gaps including current vacancies within the workforce that then results in underspending.</p>
V.	<p>BOARD COMMENTS</p> <p>MHAB Members were provided an opportunity to ask questions or provide comments.</p> <p><u>Supervisor Monica Brown</u> - identified additional role as the Chair of the Area Agency on Aging (AAoA) asked about Behavioral Health and Senior Services related funds and would like to discuss in ways to collaborate so that there is no overlap in funding and explore braid funding options. <u>County Response:</u> Tracy Lacey responded SCBH is open to meeting with other partners, including AAoA, to explore opportunities for braided funding and efforts. SCBH does currently fund two PEI programs focused on serving seniors 60 and over.</p> <p><u>Michael Wright</u> - highlighted the management of the MHSA budget and that SCBH only uses 8% of the Solano County General Fund as compared to other counties that utilize up to 30% of the County General Fund.</p>

	<p>Michael observed that Hispanic/Latino population is not included in the race charts [in the MHSA Annual Update document] and that only 12 individuals (consumers served by FSP programs) were incarcerated during the reporting period which he indicated may be contributing to a decrease in the jail population. <u>County Response:</u> Appreciated the acknowledgment of successes. Tracy Lacey shared that each county has to track and report demographic data differently for at least four different state systems and funding sources. The state entity Department of Health Care Services (DHCS) is working on a project currently to address how demographic data is collected and reported.</p> <p><u>Heather Theaux-Venezio</u> – also Director for the Emergency Services/Trauma Program NorthBay Medical Center asked for more information about violence prevention, , i.e. gun related, and shared efforts that NorthBay is making in this area .She also asked when the Suicide Survivor Groups will reconvene and shared concerns related to patients in the emergency departments (EDs) on 5150 holds for homicidal ideation and impact on staff safety in the. <u>County Response:</u> Tracy Lacey shared that the community endorsed the provision of postvention support when there is violence in the community specifically for K-12 students and that the Solano County Office of Education (SCOE) did recently apply for a grant to address this need. The new pending Innovation Plan will be focused on suicide prevention and will have a component related to the survivor support group. Regarding the concern raised related to patients on holds in EDs for homicidal ideation the internal County team will consult and include that in the written response in the Annual Update document under the public comment section.</p> <p><u>Denise Coleman</u> - Returning Citizens program for people being release from local jails or prison that need mental health and social/business skills, i.e. learn to use computers in order to do resume and get employment. She asked if there was any support like that here in Solano. <u>County Response:</u> Tracy Lacey shared that Solano County, in partnership with the Solano County Sheriff’s Office co-fund a jails release program for inmates released from local jails. MHSA CSS funds are used to support this program which includes case management for individuals for about nine months including linking them to medication services, housing and ongoing voluntary treatment</p> <p>Monica Brown motioned to approve the endorsement of the Solano County Behavioral Health (SCBH) MHSA Annual Update Fiscal Year 2022/23 and forward to the Board of Supervisors for review and approval on January 10, 2023. The motion was properly moved, seconded and passed with a unanimous vote of 6 in favor and 0 against.</p>
I.	<p>CLOSE PUBLIC HEARING MEETING The Mental Health Services Act (MHSA) Annual Public Hearing was closed by Monica Brown at 5:00 pm.</p>
II.	<p>MENTAL HEALTH ADVISORY BOARD (MHAB) BEGINS – NEXT PAGE</p>

MENTAL HEALTH ADVISORY BOARD

DISCUSSION & ACTION ITEMS

I.	<p>CALL TO ORDER/ROLL CALL The Mental Health Advisory Board was called to order by Rachelle Jackson at 5:18 pm.</p>
II.	<p>CONFIRMATION OF VIRTUAL DISCUSSION: Consider adopting a resolution of the Mental Health Advisory Board authorizing remote teleconference meetings for the period December 2022 through January 2023 as a result of the continuing Covid-19 pandemic state of emergency.</p> <p>Rachelle Jackson motioned approval of the Mental Health Advisory Board authorizing remote teleconference for January 2023 meeting. The motion was properly moved, seconded and passed with a unanimous vote of 6 in favor and 0 against.</p>
III.	<p>ITEMS FROM THE PUBLIC There were no items from the public on matters not listed on the Agenda.</p>
IV.	<p>APPROVAL OF NOVEMBER 15, 2022 MINUTES Rachelle Jackson motioned to approve the November 15, 2022 Minutes. The motion was properly moved, seconded and passed with a unanimous vote of 5 in favor and 0 against. Monica Brown was not in attendance and abstained from voting.</p>
V.	<p>APPROVAL OF DECEMBER 13, 2022 AGENDA Rachelle Jackson motioned to approve the December 13, 2022 Agenda. The motion was properly moved, seconded and passed with a unanimous vote of 6 in favor and 0 against.</p>
VI.	<p>BEHAVIORAL HEALTH REPORT Emery Cowan gave updates from her Behavioral Health Report about No Place Like Home (NPLH), Opioid settlement funds, Behavioral Health workforce crisis, mobile crisis team, etc. Please refer to Behavioral Health Report.</p>
VII.	<p>MENTAL HEALTH SERVICES ACT (MHSA) REPORT Tracy Lacey provided updates on suicide and overdoses rates in the community, working on Be Sensitive/Be Brave trainings to be introduced, railroad project and signage due to suicides by trains.</p>
VIII.	<p>NEW BUSINESS & UPDATES</p> <ol style="list-style-type: none"> 1) Proposed By-Laws Vote Rachelle Jackson motioned to approve the proposed By-Laws submission to the Board of Supervisors for review and approval in 2023. The motion was properly moved, seconded and passed with a unanimous vote of 6 in favor and 0 against. 2) LPS/PES Meeting Update Heather Theaux-Venezio provided updates from the last LPS/PES meeting. Discussed law enforcement involvement with 5150s. 3) Committee Reports There were no updates during this meeting. 4) Legislation There were no updates during this meeting. 5) Membership Recruitment Brief reminder to recruit more members and invite potential interested parties to the meetings.
IX.	<p>PUBLIC COMMENT There were no items from the Public on matters not listed on the Agenda.</p>
X.	<p>BOARD DISCUSSION</p>

	<p>Board members had conversations about homelessness eligibility, new board and care safety precautions like security cameras on site, jail rates for beds and idea to be able to use facility (beds) for people with mental health issues to help with homelessness and housing, Solano County staffing crisis in general, Care Court which is a mandated program without funding is an issue and potentially can be fined \$1000/day if care is not implemented, employment vacancies.</p> <p>Tracy Lacey will follow-up and get back to the Board.</p>
XI.	<p>ADJOURN</p> <p>The meeting adjourned at 6:32 pm.</p>

DEPARTMENT OF HEALTH & SOCIAL SERVICES
Behavioral Health Services Division

GERALD HUBER
Director
GRHuber@solanocounty.com
(707) 784-8400



EMERY COWAN, LPCC
Chief Deputy, Behavioral Health Director
ECowan@solanocounty.com
(707) 784-8320

Memorandum

To: Local Behavioral Health Advisory Boards (MHAB/ADAB)
From: Emery Cowan, LPCC, LMHC- Chief Deputy, BH Director
Date: December 9, 2022
RE: Monthly report of significant issues

This report is shared across advisory boards on a monthly or at least quarterly frequency. Any questions can be sent to ecowan@solanocounty.com

No Place Like Home- Our housing team has begun working with Resource Connect Solano (Coordinated Entry) help identify and prepare individuals who are homeless and who meet criteria for the 23 mental health NPLH units in the Blue Oaks Development in Vallejo (75-unit total affordable housing units, formerly known as Sacramento Street). These NPLH units “lease up” phase will take a few months and move in is expected starting January/February. Midpen Housing, the developer over the Fair Havens Commons in Fairfield (72-units total affordable housing), is ramping up this process soon to fill the 34 NPLH units and our 10 Whole Person Care Units (44 total).

Opioid Settlement Funds- BH has received the first allocation and is developing plans around program and staffing needs. In the meantime, we are seeking community input on priorities for the use of funds- Please complete this survey by the end of December, ranking priorities by topic areas (based off the DHCS Eligible Uses). LINK: <https://www.surveymonkey.com/r/SolanoOUD>

MH Workforce Crisis- BH continues to have 41 current vacancies as of 12/9/22. Most recently we have two critical leadership vacancies: our Adult Administrator, Kate Grammy, left the county the first week of December- this is a critical vacant position as well as the Deputy Director position vacated upon Emery promoting to Chief Deputy BH Director (Emery is filling the role of MH/SUD Administrator as well as Director). The other current vacancies continue to be in direct services like clinicians, psychiatrists/NP/PA, nurses, and mh specialists/case managers. We continue to discuss with HSS admin/HR for help in updating classifications and salaries to ensure there is parity with competitors and growing demand. We ask that our boards share our openings via the job posting link: <https://jobapscloud.com/solano/>

Mobile Crisis Team- The Pacific Clinics team is still on diversion due to staffing challenges. They have had 1-2 potential hires and we continue to support them in whatever they need to reactivate the team.

Separately, The City of Vallejo and their Police Department was awarded a grant from the Byrne Justice Assistance BJA and is planning to create an Integrated Health and Resource Team (IHART) that will provide “trauma-informed response and linkages to social services over arrest in Vallejo, California, through the VPD and its community partners. IHART will operate a 24/7/365 mobile crisis response that will serve the target area of the entire City of Vallejo and will be deployed by VPD

Administrative
Services

Behavioral
Health Services

Child Welfare
Services

Employment &
Eligibility Services

Medical
Services

Older & Disabled
Adult Services

Public Health
Services

dispatch. IHART will be staffed by one crisis counselor and an EMT or nurse will respond to an incident to work on de-escalation, social work, interventions, mediation amongst family members who are fighting, and suicide assessments and interventions.” (from the BJA website: <https://bjja.ojp.gov/funding/awards/15pbja-22-gg-00042-brnd>) The feedback from Vallejo has been that the IHART team will not intend to assess for 5150’s or replicate the services of our mobile crisis team, but potentially IHART may be integrated within the 911 dispatch system which may create confusion for callers and dispatch. We shared ideas around this as well as staffing challenges, contractor needs, sustainability and continue to reach out to engage in coordination.

MH Facility Ribbon Cutting- The Ribbon cutting to inaugurate the new MH Treatment Facility housed in the Beck campus ceremony is Tuesday, 12/13/22 at 2 pm. The contractor, Yolo Community Care Continuum (YCCC) or Y3C, was approved by the Board of Supervisors on 9/13/22 and is on target for the facility to open in January 2023. BH will share photos and the brochure through social media and the newsletter.

Newsletter- In line with BH’s communication and social marketing plan, BH is sending out monthly newsletters which you can view [here](#) and anyone in the community can go to our website and sign up to get future emails <https://www.solanocounty.com/depts/bh/default.asp>. Our December 2022 newsletter was shared this week. Contractors who have MH/SUD related news, events, & trainings that they’d like to be shared, can contact us at bhinfo@solanocounty.com

Forensic Referrals-

November 2022 FORENSIC TRIAGE TEAM Referral Breakdown			
MH Diversion	MH Court	MH Services	AOT
4	2	12	0
Total: 18			

**SOLANO COUNTY
MENTAL HEALTH ADVISORY BOARD
BYLAWS**

ARTICLE I

NAME

The name of this organization shall be the Solano County Mental Health Advisory Board, hereinafter referred to as the Mental Health Advisory Board.

ARTICLE II

PURPOSE

Section I. Purpose

The State of California mandates each County have a Mental Health Board providing oversight and monitoring of the county mental health system, and to advise the Mental Health Director and the Board of Supervisors regarding mental health issues, needs, and policy.

Section II. Authority

The Mental Health Advisory Board shall function according to the provisions of the Bronzan McCorquodale Act, the Welfare and Institutions Code, Section 5604 et al., Solano County Board of Supervisors Resolutions, and the Brown Act.

Section III. Duties and Responsibilities

1. Review and evaluate the community's public mental health needs, services, facilities, and special problems in any facility within the county or jurisdiction where mental health evaluations or services are being provided, including, but not limited to, schools, emergency departments, and psychiatric facilities.
2. Review any county agreements entered into pursuant to Section 5650. The local mental health board may make recommendations to the governing body regarding concerns identified within these agreements.
3. Advise the governing body and the local mental health director as to any aspect of the local mental health program. Local mental health boards may request assistance from the local patients' rights advocates when reviewing and advising on mental health evaluations or services provided in public facilities with limited access.
4. Review and approve the procedures used to ensure citizen and professional involvement at all stages of the planning process. Involvement shall include individuals with lived

experience of mental illness and their families, community members, advocacy organizations, and mental health professionals. It shall also include other professionals that interact with individuals living with mental illnesses on a daily basis, such as education, emergency services, employment, health care, housing, law enforcement, local business owners, social services, seniors, transportation, and veterans.

5. Submit an annual report to the governing body on the needs and performance of the county's mental health system.
6. Review and make recommendations on applicants for the appointment of a local director of mental health services. The board shall be included in the selection process prior to the vote of the governing body.
7. Review and comment on the county's performance outcome data and communicate its findings to the California Behavioral Health Planning Council.
8. This part does not limit the ability of the governing body to transfer additional duties or authority to a mental health board.
9. The BOARD shall assess the impact of the realignment of services from the state to the county, on services delivered to clients and on the local community.

10. MHSA Duties from WIC Code Section 5848:

(5848b)

- a. Conduct MHSA Hearing: The BOARD established pursuant to Section 5604 shall conduct a public hearing on the draft three-year program and expenditure plan and annual updates at the close of the 30-day comment period required by subdivision (5848a).
- b. Review/Recommendations on Adopted MHSA Plan: The BOARD shall review the adopted plan or update and make recommendations to the local mental health agency or local behavioral health agency, as applicable, for revisions. The local mental health agency or local behavioral health agency, as applicable, shall provide an annual report of written explanations to the local governing body and the State Department of Health Care Services for any substantive [see (f) below] recommendations made by the local mental health board that are not included in the final plan or update.

(5848f) For purposes of this section, "substantive recommendations made by the local mental health board" means any recommendation that is brought before the board and approved by a majority vote of the membership present at a public hearing of the local mental health board that has established its quorum. (WIC 5848 updated 10/19)

ARTICLE III

MEMBERSHIP

Section I. Qualifications

The Mental Health Advisory Board shall be comprised of ten (10) or more members appointed by the Solano County Board of Supervisors, one of which shall be a member of the Board of Supervisors. The Board of Supervisors shall make appointments to meet the following criteria:

- (A) Mental Health Advisory Board membership shall reflect Solano County's demographic and ethnic diversity as specified in Welfare and Institution Code Section 5604.5(b) which states that the Mental Health Advisory Board Bylaws shall, to the extent feasible, "Ensure that the composition of the Mental Health Advisory Board represents and reflects the diversity and demographics of the county as a whole," and the Welfare and Institutions Code Section 5604(a) which states, "The Board membership should reflect the ethnic diversity of the client population in the county."
- (B) Fifty percent (50%) of the membership shall consist of direct consumers or family members of direct consumers. A "direct consumer" is a person who has received or is receiving mental health services. A "family member" is a parent, spouse, sibling, or adult child of a direct consumer. At least twenty percent of the total membership shall be direct consumers, and at least twenty percent shall be family members of direct consumers.
- (C) Mental Health Advisory Board appointments shall reflect a commitment to appointing Mental Health Advisory Board applicants proportional to the county's ethnic populations. Outreach shall occur annually by the Mental Health Plan to improve interest in Mental Health Advisory Board participation. Absent relevant ethnic diversity of a candidate at the time of consideration, such a candidate may still be appointed on the basis of being a direct consumer or family member of a direct consumer of mental health services.
- (D) The Mental Health Advisory Board is encouraged to include individuals who have experience with and knowledge of the mental health system, such as members of the community that engage with individuals living with mental illness in the course of daily operations, such as representatives of county offices of education, large and small businesses, hospitals, hospital districts, physicians practicing in emergency departments, city police chiefs, county sheriffs, and community and nonprofit service providers.
- (E) Except as provided in in the next paragraph, a member of the board or the member's spouse shall not be a full-time or part-time county employee of a county mental health service, an employee of the State Department of Health Care Services, or an employee of, or a paid member of the governing body of, a mental health contract agency.
- (F) A consumer of mental health services who has obtained employment with an employer described in paragraph (1) and who holds a position in which the consumer does not have any interest, influence, or authority over any financial or

contractual matter concerning the employer may be appointed to the board. The member shall abstain from voting on any financial or contractual issue concerning the member's employer that may come before the board.

- (G) Each Mental Health Advisory Board member shall file an annual statement (Form 700) disclosing his or her interest and that of his or her spouse in investments, real property, and income designated as reportable under the category to which the member's position is assigned. Members of the Mental Health Advisory Board shall abstain from voting on any issue in which the member has a financial interest as defined in Government Code Section 87103.

Section II. Term of Appointment

The normal appointment term of each member of the Mental Health Advisory Board shall be for a period of three (3) years from the first day of the month of appointment. In the event there is an entire new Mental Health Advisory Board appointed, five (5) members shall be appointed in the first (1st) year, five (5) in the second (2nd) year, and five (5) in the third (3rd) year. If prior to the expiration of their term, a member ceases to retain the status which qualified them for appointment to the Mental Health Advisory Board, his/her membership on the Board shall terminate.

Section III. Attendance

Any member of the Mental Health Advisory Board who is absent three (3) consecutive regularly scheduled Mental Health Advisory Board meetings will be dismissed by Mental Health Advisory Board action, barring extenuating health or other personal circumstances as determined by the Mental Health Advisory Board member who is a member of the Board of Supervisors, who also shall have the final decision for termination of a member due to absences.

Section IV. Resignation

A member unable to continue service shall submit a resignation to the Chair of the Mental Health Advisory Board and will be dismissed by Mental Health Advisory Board action. If a member moves out of the county, resignation shall be automatic.

Section III. Vacancies

- (A) **Existing Members of the Mental Health Advisory Board:** Three (3) months prior to the term expiration date of an existing Mental Health Advisory Board member, s/he shall request a reappointment recommendation from the Mental Health Advisory Board by majority vote. Should the Mental Health Advisory Board recommend reappointment, the Chair of the Mental Health Advisory Board will notify the Board of Supervisors requesting a calendar date for reappointment of that Mental Health Advisory Board existing member.

(B) New Applicants to the Mental Health Board: New applicants will complete the appropriate application form and submit the form to the Membership Committee of the Mental Health Advisory Board. The Membership Committee of the Mental Health Advisory Board shall consist of select members of the Mental Health Services Department and the Mental Health Advisory Board. The Membership Committee shall

review the application form and determine if the applicant meets the required criteria in Article III, Section I. Should the applicant meet the criteria in Article III, Section I, the applicant will be invited to an interview with a Membership Committee member, the Mental Health Director, and a Mental Health Advisory Board member. At that interview, prospective members will be asked a series of questions regarding the basis for interest of the prospective member, qualifications as defined herein, understanding and commitment to attendance. Assuming satisfactory responses to these questions, the applicant is presented to the Mental Health Advisory Board for acceptance. If the applicant is accepted by the Mental Health Advisory Board, the applicant will be forwarded to the Supervisor of the Solano County Board of Supervisors in whose district the applicant resides for appointment to the Mental Health Advisory Board. No member shall serve more than three consecutive appointments, or nine years total in a row.

The timeframe for an application and applicant to be reviewed, interviewed, accepted by the Mental Health Advisory Board and referred to the Board of Supervisors for appointment to the Mental Health Advisory Board should not exceed three (3) months from time of application submission to appointment.

(C) Nothing herein shall limit the authority of the Board of Supervisors to appoint any person meeting the criteria established in Article III, Section I to the Mental Health Advisory Board, irrespective of any recommendations from the Mental Health Advisory Board.

Section IV. Compensation and Reimbursements

The members of the Mental Health Advisory Board shall serve without compensation. A member may be reimbursed for authorized expenses incurred in connection with their duties as a member of the Mental Health Advisory Board, as authorized and pre-approved by the Mental Health Director or designee.

ARTICLE IV

MEETINGS

Section I. Mental Health Advisory Board Meetings

The Mental Health Advisory Board shall meet monthly at a convenient location which shall be noted in the posted agenda. Regular meetings, special meetings or changes in date,

time, or meeting location may be called by the Mental Health Advisory Board Chair, the majority of the Board members, or at the request of the Mental Health Director. The Mental Health Advisory Board shall meet at a minimum of ten (10) times a year. ~~Meetings shall be open to the public except for the Executive Committee as provided by law.~~ Notice of the meeting time, location, and agenda shall be published seventy-two (72) hours in advance of regular meetings in accordance with the Brown Act, and twenty-four (24) hours in advance for special meetings. Meeting recesses should be voted on by the Mental Health Advisory Board during the first 90 days of the county fiscal year, which begins July 1st.

Section II. Committee Meetings

Committees may be established for specific tasks and/or specific areas of interest, and shall meet as scheduled or needed, and shall notice the Mental Health Advisory Board and the public of all meeting times, locations and agendas in accordance with the Brown Act.

Section III. Quorum

A quorum shall consist of one person more than one-half of the Mental Health Advisory Board membership or in the case of a standing committee, a quorum shall consist of one person more than one-half of the membership of a standing committee.. A quorum is required to conduct a vote.

ARTICLE V

OFFICERS

Section I. Elected Officers

The officers of the Mental Health Advisory Board shall consist of the Chair and Vice Chair. Any Mental Health Advisory Board members may serve in these elected offices.

Section II. Officer Elections

(A) In September of each year, the Chair shall appoint an ad hoc Nominating Committee of three (3) Mental Health Advisory Board members for the purpose of identifying a slate of candidates for the following year, to secure the verbal consent of the candidates selected to serve, and report the names of these candidates to the Mental Health Advisory Board at the January meeting. The Chair shall accept further nominations from the floor. The election of officers shall occur at the regularly scheduled Mental Health Advisory Board meeting in January by a majority vote of the Mental Health Advisory Board members. Elected officers shall assume their responsibility immediately following the election.

(B) In the event that Board membership drops to ten (10) or less members, the above election procedure may be interrupted and replaced with the following procedure:

Between September and January, the Executive Committee will identify a slate of candidates, secure verbal consent of the candidates elected to serve, and present the names to the Mental Health Advisory Board at a regularly scheduled meeting in January. The Chair shall also accept nominations from the floor. The election of officers shall occur at the regularly scheduled meeting in January by a majority vote of the Mental Health Advisory Board members. Elected officers shall assume their responsibility immediately following the election.

Section III. Term of Office

Each officer is elected and shall serve in the position for one (1) year. No officer shall serve for more than two (2) consecutive elected terms in the same office. The Chair and Vice Chair shall serve staggered terms within consecutive calendar years to ensure continuity of leadership.

Section IV. Officer Attendance

Any officer of the Mental Health Advisory Board who is absent two (2) consecutive regularly scheduled Mental Health Advisory Board meetings without notice, shall be dismissed as an officer, barring extenuating health or other personal circumstances as determined by the member of the Mental Health Advisory Board who is on the Board of Supervisors.

Section V. Officer Resignation

An officer unable to continue service shall submit a resignation to the Mental Health Advisory Board and shall be dismissed as an officer.

Section VI. Officer Removal

An officer shall be removed for repeated failure to perform the functions of an officer as determined by the remaining Mental Health Advisory Board members, or as determined by the member of the Mental Health Advisory Board who is on the Board of Supervisors in consultation with the Mental Health Director.

Section VII. Officer Vacancies

Any officer vacancy shall be filled by Mental Health Advisory Board election at the first regular monthly meeting following the occurrence of the vacancy.

Section VIII. Officer Duties and Responsibilities

The Chair shall preside at all regular and special meetings of the Mental Health Advisory Board. The Chair shall act as the official representative of the Mental Health Advisory Board in its

communications with other organizations and agencies. In the absence or unavailability of the Chair, the Vice Chair or other Mental Health Advisory Board designee shall assume the duties and responsibilities of that position.

Section VII. Other Officers

The Mental Health Advisory Board may elect such other officers as it deems necessary to perform necessary duties as determined by the Mental Health Advisory Board. These elections shall occur at regularly scheduled Mental Health Board meetings and require a majority vote by the Mental Health Advisory Board.

Section VIII. Rules of Order

The meetings of the Mental Health Advisory Board shall be conducted in compliance with the Brown Act and conducted in accordance with Robert's Rules of Order.

ARTICLE VI

COMMITTEES

Section I. Executive Committee

There shall be a standing Executive Committee comprised of the Chair, Vice Chair, and the Chair of each "Other Committee." The Executive Committee may carry out any responsibilities delegated to it by the Mental Health Advisory Board and act in emergencies in any way it deems necessary when there is no time for the entire Mental Health Advisory Board to act, subject to the Brown Act.

Section II. Other Committees

The Mental Health Advisory Board Chair, with the approval of the Mental Health Advisory Board, may appoint other committees, such as standing, special, and ad hoc committees, which Mental Health Advisory Board members may join. Other committees shall serve as advisory committees to the Mental Health Advisory Board. These other committees shall be comprised of no less than two (2) individuals.

(A) Committees

Standing committees must abide by the Brown Act. Standing committee membership shall consist of less than a quorum of the Mental Health Advisory Board. Standing Committees shall provide written minutes of all meetings which shall be included in the regularly scheduled Mental Health Advisory Board meeting agenda packages.

Ad Hoc Committee membership shall consist of less than a quorum of the Mental Health Advisory Board and shall focus on a single topic and perform duties as assigned by the Mental Health Advisory Board. These committees shall be time-limited. The Chair of each committee shall be appointed by the Chair of the Mental Health Advisory Board.

ARTICLE VI

AMENDMENTS

Section II. Amendments of Bylaws

The Bylaws may be amended at any regularly scheduled meeting of the Mental Health Advisory Board by a two-third vote of the Mental Health Advisory Board membership, subject to review by Solano County Counsel and approval by the Board of Supervisors. A copy of the proposed Bylaw amendments will be sent by mail to all Mental Health Advisory Board members. Mental Health Advisory Board members must receive proposed changes at least five (5) days prior to the Mental Health Advisory Board meeting at which the vote to amend will be taken.

Section III. Procedure Appendices

Practices and procedures developed and implemented by the Mental Health Advisory Board for the purpose of conducting business and implementing policies described by these Bylaws shall be written as a separate document and attached as an appendix to these Bylaws, and may be amended as deemed necessary by a majority vote of the Mental Health Advisory Board and upon recommendation from Solano County Counsel, based on Counsel's determination that any such amendments do not contradict either the bylaws herein nor the statutory language contained in W&I 5604.

Solano County Mental Health Advisory Board Bylaws Amended History:

August 11, 1977

October 25, 1983

September 15, 1987

September 13, 1990

January 21, 1992

April 13, 1993

September 21, 1999

August 15, 2000 (Approved by Board of Supervisors)

November 25, 2014 (Approved by Board of Supervisors)

October 26, 2022

November 17, 2022 Reviewed by Mental Health Advisory Board.

December 13, 2022 Approved by Mental Health Advisory Board. To be reviewed and approved by the Board of Supervisors.