

BEHAVIORAL HEALTH ADVISORY BOARD
EXECUTIVE COMMITTEE (VIRTUAL MEETING VIA ZOOM)
MINUTES ■ Monday, June 8, 2020

<p><u>BHAB Officers Present</u> Janis Gardner, Chair Ratan Bhavnani, 1st Vice Chair Gane Brooking, 2nd Vice Chair Carol Thomas, Member-At-Large Jerry Harris, Chair Emeritus</p> <p><u>Others Present</u> Nancy Borchard, BHAB Theresa Comstock, California Association of Local Behavioral Health Boards & Commissions Mary Haffner, BHAB Roberta Griego, NAMI Ventura County Liz Warren, Client Network</p>	<p><u>Ventura County Behavioral Health (VCBH) Staff Present</u> Dr. Sevet Johnson, Director Courtney Lubell, Program Administrator – Policy & Procedure Unit Terri Yanez, Division Chief – Administration Vickie Poliquin, Temporary BHAB Assistant</p> <p>NEXT MEETING: Monday, July 13, 2020, 1:00 – 2:00 p.m.</p> <p>Virtual Meeting Via Zoom</p>
<p>Note: The committee has not yet approved these minutes. There may be additions/deletions or corrections before the minutes are accepted in final form.</p>	

	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ ACTIONS	RESPONSIBLE
I.	Call to Order Chair Gardner called the meeting to order at 1:00 PM.		
II.	Roll Call – Board Executive Committee Attendees Chair Gardner confirmed quorum through roll call.		
III.	Approval of the Agenda Ms. Gardner asked the Committee to review and approve today’s agenda. Mr. Harris moved to approve; Mr. Bhavnani seconded. The motion carried unanimously through roll call.	The agenda was approved as written. M/S/C	
IV.	Approval of the Minutes Ms. Gardner asked the committee to review and approve the minutes of the May 11, 2020 meeting. Mr. Bhavnani moved to approve; Mr. Harris seconded. The motion carried unanimously through roll call.	The minutes were approved as written. M/S/C	
V.	Welcome and Introductions Ms. Gardner welcomed all that joined the Zoom meeting and thanked them for their participation.		
VI.	Public Comments There were no public comments.		
VII.	Chair Comments and Announcements Ms. Gardner announced that this was her final meeting as Chair and specifically thanked each member of the Executive Committee members for their assistance over the past year. Ms. Gardner announced that Dr. Gina Petrus resigned from the BHAB due to accepting a position at Vista del Mar Hospital and that the office of Secretary would need to be filled. Ms. Gardner suggested that the new Chair consider giving Dr. Petrus a recognition award at a future Board meeting.		
VIII.	Director’s Updates A. Dr. Johnson reported that VCBH continues to provide services and the Crisis Team is the only team currently in the field. Additional staff are returning to the clinics following State recommendations and many staff are continuing to telecommute. Work is being done to phase in and prioritize high risk categories of clients and families who need services in the clinics. B. Collaboration is underway with the Ventura County Office of Education to bring eight wellness centers to school campuses by the October 1 deadline under the \$6 Million Mental Health Services Oversight and Accountability Commission grant. C. Dina Olivas, Youth & Family Division Chief, is working closely with Probation to provide VCBH presence at the Juvenile Hall and to develop a long-term plan during this time when family and friends are not allowed to visit.		

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	D. Related to the State budget's impact on services, Kiran Sahota's Mental Health Services Act (MHSA) team are working with Fiscal to develop a BHAB presentation in July which will include detailed data on all VCBH programs and seek BHAB and the public input for developing priority lists for VCBH services and programs.		
IX.	Board Executive Committee Member Comments and Announcements Mr. Bhavnani advised that Dr. Robert Levin, Ventura County Public Health Officer, stated that family visits were being permitted at Adult Residential Facilities (ARF's) and asked Dr. Johnson if families were being allowed to visit the Crisis Residential Treatment (CRT), Horizon View Mental Health Rehabilitation Center (MHRC) and other facilities. Dr. Johnson stated that family visits were not being allowed due to difficulties adhering to social distancing protocols. Mr. Bhavnani asked Dr. Johnson to encourage facilities to formulate a plan to connect clients, especially older adults, with their families by meeting outdoor or through Zoom. Dr. Johnson noted that providers were concerned that the visits might negatively trigger clients when they were asked to maintain social distancing.		
X.	Secretary's Report Ms. Gardner noted that Dr. Petrus would provide a written Secretary's Report that would be read at the June 15 BHAB General Meeting.		
XI.	Old Business A. BHAB Committee Meetings, Logistics – Discussion with Dr. Sevet Johnson Ms. Gardner summarized the discussion that took place at the previous Executive and General meetings regarding the importance of resuming the BHAB Committee meetings noting that Dr. Johnson agreed to support two Committee meetings per month in rotation beginning with Adult Services and Prevention resuming in July and Youth & Family and Transitional Aged Youth (TAY) resuming in August. Dr. Johnson advised that arrangements would be made for VCBH staff support for the BHAB Committees to assist with Zoom meetings and to attend and take meeting minutes. Mr. Harris recommended that Committees consider limiting Zoom meetings to one hour. B. Welfare & Institutions Code (WIC) Changes – Revisions to Bylaws Ms. Gardner noted that County Counsel and VCBH's Contracts division made minor revisions to the Bylaws that were distributed. Mr. Bhavnani reviewed the previous revisions with the Board and noted that finalized revisions were significant and content that had not been included was added according to the Welfare & Institutions Code (WIC) laws. Mr. Bhavnani noted that an additional revision added a BHAB member—a psychiatrist who would be recommended by the Southern California Psychiatric Society. Theresa Comstock of CALBHB/C made a public comment that she was pleased that the BHAB was able to utilize their resources to assist with revisions to the Bylaws and briefly reminded the Board to ensure that its make-up represent the diversity of the population served. Ms. Gardner suggested, with the approval of Dr. Johnson, that the new Chair or Secretary reach out to the BOS via email to remind them of the WIC diversity requirements. Mr. Harris moved to approve the Bylaws as revised; Mr. Bhavnani seconded. The motion carried unanimously through roll call.	The Bylaws were approved as revised. M/S/C	
XII.	New Business A. BHAB Bylaws Article II, G – Performance Outcome Data – Discussion – Mary Haffner “Review and Comment on Ventura County's Performance Outcome Data and Communicate its Findings to the California Behavioral Health Planning Council.” Ms. Haffner reminded the Board that she had previously inquired about obtaining information on the BHAB's role in evaluating VCBH's performance, including receiving information about its stated goals and outcomes measures, other specific data, and performance reviews that analyze the effectiveness of various behavioral health treatments. Discussion ensued regarding previous methods of obtaining the data and how utilizing the annual Data Notebook to comment on VCBH's performance may now be inadequate. Mr. Harris noted that the BHAB had previously been represented on the Quality Assurance Committee and that the involvement had provided a means to review		

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	<p>data and information on a regular basis. Theresa Comstock publicly commented that CALBHB/C had researched all counties and found that many counties lack data. She noted that CALBHB/C was advocating on the State level to add additional performance outcome data questions within the Planning Council’s annual survey to improve data availability. Ms. Comstock encouraged the BHAB to check the Performance tab on CALBHB/C’s website to compare Ventura County’s data with that of Sonoma, Monterey and other larger counties such as Los Angeles and San Diego.</p> <p>Ms. Gardner asked Dr. Johnson whether data could be made available in July. Dr. Johnson responded that the July presentation being planned would only focus on fiscal details and information to address program priorities versus outcome data and that VCBH could not commit to providing the additional data in July due to time constraints to retrieve the data. Dr. Johnson noted that MHSa staff have been working to build a Cloud-based spreadsheet that will assist with tracking data outcome markers such as recidivism and hospitalization information. Ms. Gardner stated that the BHAB will look forward to a data report presentation in the future. Ms. Brooking noted that she had attended the Quality Improvement and Quality Management Accountability Committees for many years and that she would be willing to continue to attend any form of these meetings going forward.</p> <p>Based upon the discussion, Ms. Haffner requested that the BHAB receive, at a minimum, VCBH’s stated goals, and requested that the goals include reducing re-hospitalization, recidivism, incarceration of the seriously mentally ill and homelessness as well as information about VCBH’s performance outcome preferences. Dr. Johnson advised that this information could be made available and will be provided to the BHAB. Mr. Harris noted that he previously held a position as Chair of a Quality Improvement Committee at an acute care hospital, briefly described his experience as part of the Committee and offered to work with VCBH’s Quality Improvement Committee to assist and share ideas. Dr. Johnson noted that VCBH would be open to this and stated that she would connect Mr. Harris with Pete Pringle, Division Chief leading the Quality Assurance division, to review the department’s data.</p> <p>B. BHAB FY 2019-20 Annual Report - Discussion</p> <p>Ms. Gardner noted that the BHAB Committees normally start developing their annual report in May, however the Committees have not met for several months and will not resume until July and August. She noted that Committee Chairs may want to consider producing an abbreviated annual report following the restart of the Committees once the Committees are running smoothly. Mr. Harris asked to discuss either not producing an annual report this year or producing an attenuated version with a revised format. Mr. Bhavnani asked Ms. Gardner if the BHAB annual report was still scheduled to be presented to the Board of Supervisors (BOS). Ms. Gardner stated that a rescheduled date had not been determined. Dr. Johnson confirmed the presentation had not been rescheduled. Ms. Borchard expressed that she is in favor of the Committees generating an abbreviated version of the annual report.</p>		
XIII.	<p>Develop Agenda for Virtual General Meeting Scheduled on June 15, 2020 at 1:00 PM</p> <p>The Executive Team reviewed the proposed agenda and made the following comments changes:</p> <p>A. Add: Nominating Committee – Election of Officers – Claudia Armann (20 min.) ACTION</p> <p>B. Add: Recognition Award for Dr. Gina Petrus.</p> <p>C. Ms. Gardner noted that the following information had been provided within the Future Presentation agenda item to assist the new Chair with tracking the requests:</p> <ul style="list-style-type: none"> ▪ Future Presentation – Ventura County Office of Education (VCOE) Prevention Services Coordination for Schools (August 17) ▪ Future Presentation – Rancho Sierra Apartments Project to Build Housing for Homeless and Mentally Ill (No Place Like Home) (September 15) 		
XII.	<p>Adjourn</p> <p>The meeting was adjourned at 1:51 PM.</p>		

Behavioral Health Advisory Board EXECUTIVE Meeting Attendance 2019-2020

Members 2019-2020	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Janis Gardner Chair	X	X	X	X	X		X		X	X	X	X
Ratan Bhavnani 1 st Vice Chair	X		X	X	X		X	X	X	X	X	X
Gane Brooking 2 nd Vice Chair	X		X	X	X			X	X			X
Gina Petrus Secretary	X	X		X	X				X	X	X	
Jerry Harris Chair Emeritus	X	X	X	X	X		X	X	X	X	X	X
Carol Thomas Member At Large		X			X		X		X		X	X

Present = X

- District 1 Supervisor Bennett
- District 2 Supervisor Parks
- District 3 Supervisor Long
- District 4 Supervisor Huber
- District 5 Supervisor Zaragoza

VENTURA COUNTY
BEHAVIORAL HEALTH ADVISORY BOARD
BYLAWS

ARTICLE I

NAME

The name of this board shall be the Behavioral Health Advisory Board, herein referred to as BHAB.

ARTICLE II

PURPOSE AND AUTHORITY

The BHAB exists under the authority of the California Legislature by its enactment of Section 5604 of the Welfare and Institutions Code. The BHAB, as provided in Welfare and Institutions Code Section 5604.2, shall do, but not be limited to, all of the following:

- A. Review and evaluate the community's public behavioral health needs, services, facilities, and special problems in any facility within Ventura County where mental health evaluations or services are being provided, including, but not limited to, schools, emergency departments, and psychiatric facilities.
- B. Review any Ventura County agreements entered into pursuant to Section 5650. The BHAB may make recommendations to the Ventura County Board of Supervisors (herein referred to as Board of Supervisors) regarding concerns identified within these agreements.
- C. Advise the Board of Supervisors and the Ventura County Behavioral Health Department Director (herein referred to as Director) as to any aspect of the local mental health program. The BHAB 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.
- D. 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.

- E. Submit an annual report to the Board of Supervisors on the needs and performance of Ventura County's mental health system.
- F. Review and make recommendations on applicants for the appointment of the Behavioral Health Department Director. The BHAB shall be included in the selection process prior to the vote of the Board of Supervisors.
- G. Review and comment on Ventura County's performance outcome data and communicate its findings to the California Behavioral Health Planning Council.
- H. This article does not limit the ability of the Board of Supervisors to transfer additional duties or authority to the BHAB.
- I. As part of its duties pursuant to this Article, the BHAB shall assess the impact of the realignment of services from the state to Ventura County, on services delivered to clients and on the local community.
- J. Special MHSR Requirements. The BHAB 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 Welfare and Institutions Code section 5848. The BHAB shall review the adopted plan or update and make recommendations to VCBH for revisions. VCBH shall provide an annual report of written explanations to the Board of Supervisors and the State Department of Health Care Services for any substantive recommendations made by the BHAB that are not included in the final plan or update.

For purposes of this section "Substantive recommendations made by the BHAB" 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 BHAB that has established its quorum.

ARTICLE III

MEMBERSHIP

- A. The current membership list with terms of office shall be a matter of public record. There shall be no less than fifteen (15) and no more than twenty-three (23) members of the BHAB.
- B. Each Supervisor may appoint three (3) mental health representatives and one (1) substance use disorder representative to the BHAB. Supervisors are encouraged to appoint individuals who have some experience and knowledge of the behavioral health system. The BHAB membership should reflect the ethnic diversity of the client population of Ventura County.

- C. One member shall be recommended to the Board of Supervisors by the Ventura County Sheriff to represent law enforcement. The Board of Supervisors will make the final appointment.
- D. One psychiatrist practicing in Ventura County shall be recommended to the Board of Supervisors by the Southern California Psychiatric Society. The Board of Supervisors may either approve or disapprove appointment of this optional position on the BHAB.
- E. The BHAB shall consist of the following:

Fifty percent (50%) or more should be consumers or the parents, spouses, siblings, or adult children of consumers who are receiving or have received mental health services. At least 20 percent of the membership (five members) shall be consumers and at least 20 percent of the membership (five members) shall be family members of consumers of mental health services.
- F. In addition to consumers and family members, the Board of Supervisors is encouraged to appoint individuals who have experience with and knowledge of the mental health system. This would include 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.
- G. The BHAB membership should reflect the diversity of the client population in the county to the extent possible.
- H. The term of each member shall be for three years, with appointments staggered over a three-year period.
- I. Any vacancy will be filled by a new member appointed by the Supervisor who appointed the vacating member. The appointing Supervisor can seek input from the Board of Supervisors in making the new appointment. The new member will hold a position on the BHAB for the remainder of the vacating member's unexpired term.
- J. Appointed members must commit to regular attendance at meetings and participation on one committee.
- K. One member of the BHAB shall be a member of the Board of Supervisors.
- L. All appointed members to the BHAB will have the authority to vote on all issues presented to the BHAB.

- M. After three unexcused absences of any member during a fiscal year, the BHAB Executive Committee will review the reasons for the absences and will, if warranted, notify the member in writing to inform it, in writing, within thirty (30) days, whether the member wishes to remain on the BHAB. Failure to respond timely to the notice or the continuation of absences may result in a recommendation by the Executive Committee to the BHAB that the Board of Supervisors be asked to remove and replace that member.
- N. Each member is required to join at least one of the following four standing committees: Youth and Family, Transitional Aged Youth, Adult Services or Prevention.
- O. Pursuant to AB 1234, each member is required to complete ethics training and obtain a certificate of compliance. The ethics training must be completed within one year of being appointed and every two years thereafter. The certificate must be submitted to the VCBH administrative assistant and will be held by the Clerk of the Board of Supervisors.
- P. It is the responsibility of the VCBH administrative assistant to notify the Clerk of the Board of Supervisors in writing upon any unscheduled vacancy within ten days of the vacancy.

ARTICLE IV

MEETINGS

- A. Guidelines for Board Meetings
 - 1) All BHAB meetings and committee and workgroup meetings, with the exception of special meetings in the community, shall be conducted during regular business hours.
 - 2) The Brown Act: All meetings of the BHAB shall be subject to the provisions of Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code relating to meetings of local agencies.
 - 3) Regular Meetings: The regular meetings shall be held monthly. The date, time and location of each meeting shall be announced at the immediately preceding meeting. A regular meeting may, for cause, be rescheduled by the Chairperson with a 72-hour advance notice.
 - 4) Special Meetings: Special meetings may be called, consistent with the Brown Act, by the Chairperson or by a quorum of the BHAB. Notice of such special meeting shall conform to Government Code Section 54956.

- 5) Cancellation: Any meeting which a quorum of the members cannot attend or at which there is no agenda item requiring action of the BHAB may be cancelled by the Chairperson with a 72-hour advance notice.
 - 6) Quorum: A quorum shall be defined as one person more than half of the appointed members. The definition of appointed members excludes all vacant positions. A quorum shall be required for any action of the BHAB.
- B. Procedures
- 1) The agendas for BHAB meetings shall be established by the Chairperson and discussed and reviewed at the monthly Executive Committee meetings.
 - 2) The agenda shall be posted in a manner consistent with Government Code Section 54954.2.
 - 3) Any member wishing to recommend an item for the BHAB agenda shall contact the Chairperson or Vice-Chairpersons at or prior to the Executive Committee meeting.
- C. Meeting and Agenda Format
- 1) BHAB regular meetings shall be conducted by the Chairperson.
 - a) The Chairperson shall ask for introductions of the members and confirm the existence of a quorum.
 - b) Approval of minutes of the previous meeting may be included.
 - c) Reports from officers and committees may be included.
 - d) Items identified as action items on the agenda by the Chairperson will be addressed and a vote will be taken.
 - 2) The agenda for regular meetings shall be distributed, with requisite informational material, to each member not later than 72 hours preceding the meeting at which the agenda is to be discussed.
 - 3) The agenda shall be posted in the main lobby of VCBH at 1911 Williams Drive, Oxnard.

ARTICLE V

OFFICERS, MEMBER-AT-LARGE AND MEMBER EMERITUS

- A. Officers, Member-At-Large and Member Emeritus
- 1) The officers of the BHAB shall be Chairperson, 1st Vice-Chairperson, 2nd Vice-Chairperson and Secretary.

- 2) The officer and the Member Emeritus positions shall be voted upon at the June BHAB meeting. Elected officers and the Member Emeritus will serve for a term of one year or until their successors have been duly elected.
- 3) No individual shall serve more than two consecutive years in any of the officer positions unless there are no other members elected to fill the position.
- 4) One member shall serve as the Member-At-Large. The Member-At-Large will learn the process of BHAB leadership while attending Executive Committee and regular meetings. The Member-At-Large will be appointed by the Chairperson with the confirmation of the BHAB. The Member-At-Large must be a member of the BHAB. The Member-At-Large will serve on a six-month rotating basis.
- 5) The immediate past Chairperson of the BHAB may continue to serve on the Executive Committee as a Member Emeritus, if elected. The position of Member Emeritus is intended to ensure continuity on the Executive Committee by assisting during the transition of the newly-elected Chairperson and provide for the sharing of experience and knowledge with the Executive Committee.
 - a) The Member Emeritus must be a current member in good standing of the BHAB. If the immediate past Chairperson's three-year term on the BHAB expires upon completion of his/her year as Chairperson, s/he will need to be reappointed to a new three-year term as a member of the BHAB before s/he can assume the role of Member Emeritus.

B. Qualifications of Officers

- 1) Must have been a member of the BHAB for at least one year, or if a member for less than a year, must be elected by a two-thirds vote of the BHAB.
- 2) Must possess good leadership qualities.
- 3) Must be able to devote sufficient time to carry on the duties of their elected positions.

C. Election of Officers

- 1) During the April meeting, the Chairperson shall appoint, and the BHAB shall confirm, a Nominating Committee of not less than three (3) BHAB members.
- 2) At the May meeting, the Nominating Committee shall present a slate of candidates. Nominations from the floor also may be accepted.
- 3) During the June meeting, the election shall be conducted by the Chair of the Nominating

Committee in accordance with the Brown Act.

- 4) The Officers elected at the June meeting will take their respective offices on July 1st.
- 5) Notwithstanding the normal election process detailed in paragraphs C.1. through C.4. above, when circumstances warrant it, an election may be held at any time during the year. Circumstances which would warrant a special election include, but are not limited to: one or more of the officers wishing to resign as an officer; or the membership of one or more of the officers has terminated.

D. Duties

- 1) Duties of the Chairperson shall include:
 - a) Administer operation of the BHAB and preside at all meetings.
 - b) Call special meetings as necessary.
 - c) Appoint committee and workgroup chairs from the ranks of the BHAD membership.
 - d) Establish meeting agendas.
 - e) Maintain consultation with the Director.
 - f) Produce and forward reports, including an annual report, to the County's Board of Supervisors.
 - g) Represent the BHAB and perform other duties ordinarily performed by a Chairperson.
- 2) Duties of the 1st Vice-Chairperson shall include:
 - a) Exercise all the responsibilities of the Chairperson in the absence of the Chairperson.
 - b) Meet all responsibilities delegated by the Chairperson and mutually agreed upon.
- 3) Duties of the 2nd Vice-Chairperson shall include:
 - a) Fulfill the responsibilities of the Chairperson or the 1st Vice-Chairperson due to absence as needed.
- 4) Duties of the Secretary shall include:
 - a) Perform the usual duties pertaining to secretaries.
 - b) Maintain a record of attendance of members, including unexcused absences and BHAB resignations, and promptly report this information to the Executive Committee.
 - c) Monitor and maintain a list of the members' dates of appointment and terms of expiration.
 - d) At the direction of the Executive Committee, draft letters to BHAB members who are in

non-compliance of the attendance standard.

ARTICLE VI

COMMITTEES

All committees shall comply with the requirements of the Brown Act. Voting must be in public and notice of a committee meeting shall be given in accordance with the Brown Act. Members of the committee shall have one vote. A quorum shall be as defined under Article IV(A)(6).

A. Executive Committee

- 1) The Executive Committee shall be comprised of the Chairperson, 1st and 2nd Vice-Chairpersons, Secretary, Member-At-Large and Member Emeritus.
 - a) Each member is entitled to one vote.
 - b) Quorum for the Executive Committee shall be 50% of the members currently in office.
- 2) Duties of the Executive Committee
 - a) Carry out any responsibilities delegated by the BHAB.
 - b) Act in emergencies in any way it deems necessary when there is not time for the entire BHAB to act. Any such action taken will be consistent with the Brown Act.
 - c) Comply with the requirements of the Brown Act.
 - d) Assist the Chairperson in creating the BHAB regular meeting agenda.

B. Nominating Committee

- 1) The Chairperson shall appoint and the BHAB shall confirm a Nominating Committee of not less than three (3) BHAB members to serve on the Nominating Committee.
- 2) The Nominating Committee shall select a slate of officers for the coming year, secure the verbal consent of those selected, present the slate of officers, and conduct the elections.
- 3) Comply with the requirements of the Brown Act.

For the following committees, the Chairperson shall appoint a BHAB member as chair of the committee. It is at the discretion of the committee chair to determine who may be a member of the committee, who may vote, and how many individuals shall be on the committee.

C. Youth and Family Committee

Chaired by an appointed BHAB member, and reporting directly to the BHAB, this committee shall advocate for services and supports for youth with mental health and substance use disorders, including housing, and shall:

- 1) Advise and make recommendations to the BHAB regarding youth and family VCBH programs.
- 2) Comply with the requirements of the Brown Act.

D. Transitional Aged Youth (TAY) Committee

Chaired by an appointed BHAB member, and reporting directly to the BHAB, this committee shall advocate for the mental health, wellness and recovery of youth ages 16 through 25 and for other services and supports, including housing, and shall:

- 1) Advise and make recommendations to the BHAB regarding efforts to empower TAY to become healthy and productive adults.
- 2) Comply with the requirements of the Brown Act.

E. Adult Services Committee

Chaired by an appointed BHAB member, and reporting directly to the BHAB, this committee shall advocate for a full continuum of care that supports the wellness and recovery of individuals with mental health and substance use issues and for other supports, including housing, and shall:

- 1) Advise and make recommendations to the BHAB regarding services and supports for this population.
- 2) Comply with the requirements of the Brown Act.

F. Prevention Committee

Chaired by an appointed BHAB member, and reporting directly to the BHAB, this committee shall advocate for greater community awareness of behavioral health risks for individuals with mental illness, a dual diagnosis or substance use disorder and shall:

- 1) Advise and make recommendations to the BHAB regarding its efforts to prevent the onset and exacerbation of behavioral health disorders.

- 2) Comply with the requirements of the Brown Act.

ARTICLE VII

WORKGROUPS

The Chairperson appoints the chair of each workgroup. It is at the discretion of the chair of each workgroup to determine (1) who may become a member of the workgroup, (2) who on the workgroup may vote, and (3) how many members shall be on the workgroup. Each member on the workgroup shall have one vote. Workgroups are not required to comply with the Brown Act. Workgroups are not required to vote and can make recommendations to the BHAB without proceeding by way of a vote. However, to the extent that votes are taken, each member of the workgroup shall have one vote and votes are not required to be made in public. All workgroups are time-limited until the agreed-upon task is complete.

ARTICLE VIII

CONFLICT OF INTEREST

No member of the BHAB, or his or her spouse, shall be an employee or part-time employee of VCBH or the State Department of Health Care Services, or an employee or paid member of the governing body of any firm or agency contracting with VCBH unless the member is a consumer of mental health services who, or whose spouse, does not have any interest, influence, or authority over a financial or contractual matter concerning his or her employer. Such consumer member must abstain from voting on any financial or contractual issue concerning his or her employer.

ARTICLE IX

PARLIAMENTARY AUTHORITY

Except where state law or regulations, County ordinances, County Counsel opinions or these bylaws apply, the current edition of Rosenberg's Rules of Order shall govern the procedures of the BHAB.

ARTICLE X

AMENDMENTS

Any proposed amendment to these bylaws must be approved at a regular meeting by a 2/3 vote of the membership existing at the time, provided that notice of the proposed amendment was given in advance, with the proposal to amend the bylaws to occur at a regular meeting. This would be accomplished by a two-thirds vote of those present at the meeting, provided that such proposed amendment has been properly noticed per the Brown Act. Should the proposed amendment be approved by BHAB members, it must be approved by the Board of Supervisors before it is in effect.

Approval by the Ventura County Board of Supervisors on _____

Board of Supervisors, Chair