

**BEHAVIORAL HEALTH ADVISORY BOARD  
Executive Committee Meeting**

**Monday, February 13, 2023, 1:00 – 2:30 PM**

Ventura County Behavioral Health (VCBH)  
1911 Williams Drive, Training Room (first floor) • Oxnard, CA 93036

**IN-PERSON & VIRTUAL MEETING VIA ZOOM**

**Zoom Participation**

The following information referenced below is provided to you in support of your attending the upcoming BHAB Executive Committee Meeting via Zoom:

**Join the zoom meeting in the following way:**

Join Zoom Meeting: <https://us02web.zoom.us/j/81014411236?pwd=KzJwU2phdVlxZkt4akJjajUwVGRDQT09>

Meeting ID: 810 1441 1236

Password: 785009

Dial-in: 669-900-9128

**AGENDA**

- I. Call to Order
- II. Roll Call of Executive Committee Members to Determine a Quorum
- III. Approval of the Agenda – **ACTION** (Roll Call)
- IV. Approval of the January 9, 2023, Minutes – **ACTION** (Roll Call)
- V. Welcome and Introductions
- VI. Public Comments (3 minutes per speaker)
- VII. Director’s Updates – Scott Gilman (10 min.)
- VIII. Executive Committee Member Comments and Announcements (10 min.)
- IX. Secretary’s Report / Announcements – Janis Gardner (5 min.)
- X. Old Business
  - A. Needs Assessment – Status Update – Michael Rodriguez, Chair (5 min.)
  - B. Site Visits Resumption – Discussion – Michael Rodriguez, Chair (5 min.)
- XI. New Business
  - A. Presentation Requests
  - B. Recognition Award Recommendations
- XII. Develop Agenda for Hybrid General Meeting scheduled on February 27, 2023, at 1:00 PM
  - A. *Old Business*
    1. *Needs Assessment – Status Update – Michael Rodriguez, Chair (5 min.)*
    2. *Site Visits Resumption – Discussion – Michael Rodriguez, Chair (10 min.)*

*B. New Business*

1. *BHAB Committee Reports (follows Secretary's Report/Announcements as separate agenda item)*
  - a) *Disparities Reduction Committee (November 1 & January 3) – Marlen Torres, Chair*
  - b) *Adult Services Committee (January 5) – Gane Brooking & Chris Tejada, Co-Chairs*
  - c) *Prevention Committee (January 10) – Janis Gardner, Chair*
  - d) *Youth & Family Committee (February 8) – Kevin Clerici, Chair*
  - e) *Transitional Age Youth (TAY) (February 15) – Elizabeth R. Stone, Chair*
3. *Annual Report Work Group*
4. *Presentation Requests*
5. *Recognition Award Recommendations*

XIII. Public Comments (3 minutes per speaker)

XIV. Adjourn

**Next Meeting: March 13, 2023**

All agenda reports and supporting data, including those filed in accordance with Government Code Section 54957.5 (b) (1) and (2) are available from the Behavioral Health Advisory Board Assistant at [bhabadmin@ventura.org](mailto:bhabadmin@ventura.org) or in person at Ventura County Behavioral Health, 2<sup>nd</sup> Floor, 1911 Williams Drive, Oxnard, California. The same materials will be available and attached with each associated agenda item, when received, at the following website: [www.vcbh.org/en/behavioral-health-advisory-board-meetings](http://www.vcbh.org/en/behavioral-health-advisory-board-meetings).

Welcome to the meeting of the Behavioral Health Advisory Board of the County of Ventura. The following information is provided to help you understand, follow, and participate in the Board meeting:

Join the Zoom meeting by clicking the link provided on the agenda at the scheduled time and date. Zoom will initially start with a **waiting room** — you will be admitted into the meeting room when the meeting starts. All participants are muted upon entry to minimize any unintended disruption of background sounds. Please keep yourself on mute unless you are speaking.

Note: The meeting is recorded.

**Public Comments**

- The Behavioral Health Advisory Board (BHAB) welcomes comments from the community, consumers, and family members.
- The BHAB operates under the Brown Act. This requires that all meetings be open meetings, with the agenda and minutes posted. A public comment period will be provided on all meeting agendas.
- Due to confidentiality laws, the Board is unable to respond directly to a public comment or to discuss client-specific issues without proper releases from the individuals concerned.
- At all BHAB meetings, the BHAB Assistant provides a Grievance Form for individuals who have concerns. The form is reviewed promptly by VCBH Quality Management. Individuals can also contact the BHAB Assistant to request a VCBH Grievance Form outside a BHAB meeting or call 1-888-567-2122.
- Individuals who have further concerns are welcome to return to the BHAB for assistance.

**Public comments may be provided using one of the following options:**

**b. Email or Mail Public Comment in Advance of the Meeting**

To make a written public comment, you must send an email to [bhabadmin@ventura.org](mailto:bhabadmin@ventura.org), with the specific agenda item or topic, if a general comment, by no later than 10:00 AM on the day of the BHAB meeting. Your written public comment may also be mailed to the following address and must be received by the BHAB Assistant no later than 10 AM on the day of the meeting: *BHAB Assistant, 1911 Williams Drive, Suite 200, Oxnard, CA 93036*

Please indicate in the subject line the agenda item number (e.g., Item No. 9) on which you are commenting. Your written public comment sent via email or regular mail will be distributed to the BHAB Members and placed into the item's record of the meeting.

Or

**c. Video Public Comment using Zoom**

You may use the raise hand feature when the Chair invites public comments in the following ways:

If you are running an older version of Zoom, you can raise your hand by clicking on the Participant button at the bottom of the Zoom screen and then click on the raise hand feature in that participant window.

If you are running the most current version of Zoom (5.4.9 and above) you can raise your hand by clicking on the Reactions button and then clicking on raise hand feature. Your hand will appear in the upper left-hand corner of your individual Zoom window as well as the participant window.

**Call-In Public Comment using Zoom** If you are joining the meeting by telephone only, you can join the comment queue by pressing \*9. When it is your turn to make your comment, press \*6 to unmute and then again to mute yourself after speaking.

**Note: Your raised hand will appear TO THE HOST in the order it was received.**

Comments are taken in the order they are received in the queue/participant window. When it is your turn to make a comment, you will be asked to unmute yourself. **Public comments on agenda items can be made prior to or during consideration of agenda items and are limited to 3 minutes per speaker.** Public comment periods are limited to no more than (20) minutes total for all speakers. The assigned timekeeper will track each public comment time. When your time is up, the timekeeper will interrupt to let you know that you have reached the 3-minute maximum. At the end of the three minutes, the next person in the comment queue will be invited to speak.

**REMINDER:** In order to minimize distractions during public meetings, all personal communication devices should be turned off or put in a non-audible mode.