



The Contra Costa County Mental Health Commission has a dual mission: 1) To influence the County's Mental Health System to ensure the delivery of quality services which are effective, efficient, culturally relevant and responsive to the needs and desires of the clients it serves with dignity and respect; and 2) to be the advocate with the Board of Supervisors, the Mental Health Division, and the community on behalf of all Contra Costa County residents who are in need of mental health services.

BYLAWS TASK FORCE MEETING
Monday ♦ February 11, 2013 ♦ 1:00 pm-2:30 pm
Mental Health Administration Building
1340 Arnold Drive, Ste. 200 (Upstairs) ♦ Small Conference Room ♦ Martinez

AGENDA

The Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Executive Assistant at least 48 hrs. prior to the meeting at 925-957-5140.

- 1. 1:00 Call to Order/Introductions of Attendees**
- 2. 1:05 Public Comment**
The public may comment on any item of public interest within the jurisdiction of the Mental Health Commission.
- 3. 1:10 Announcements**
- 4. 1:15 Commissioner Introductions – Getting to know each other**
Discuss your individual goals for the Bylaws
- 5. 1:30 Choose a Bylaws Task Force Chairperson. *Action Item***
- 6. 1:35 Decide what day/time/frequency works best for the Task Force to meet (it can be more than once a month). *Action Item***
- 7. 1:45 Discuss purpose of Bylaws (what they are and what they are not)**
 - Review Welfare & Institutions Code
 - Review recommendations from Board of Supervisors.
- 8. 2:00 Discuss County procedure for approving Bylaws**
Review steps involving Commission, Senior Deputy County Administrator, County Counsel, Board of Supervisors
- 9. 2:15 Set a goal (timeline) for completion**
Present request for estimated time of completion to Commission. *Action Item*
- 10. 2:30 Adjourn Meeting**

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the staff to a majority of the members of the Mental Health Commission less than 96 hours prior to that meeting are available for public inspection at 1340 Arnold Drive, Ste. 200, Martinez during normal business hours.

