



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
September 5, 2013 ♦ 12:00 pm-2:00 pm
MH Administration Bldg., 1340 Arnold Drive, Ste. 200, Martinez (Small Conference Room)

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. 12:00 Call to Order/Introductions of Attendees – Welcome Everyone

2. 12:05 Public Comment

Members of the public may comment on any item of public interest within the jurisdiction of the Mental Health Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the Agenda, only a brief response for purposes of clarification may be given. No discussion or action on the item may occur. Time will be provided for Public Comment on items on the posted Agenda as they occur during the meeting.

3. 12:10 Commissioner's Comments

Members of the Commission may comment on any item of interest within the jurisdiction of the Mental Health Commission. Only a brief response for purposes of clarification may be given. No discussion or action on the item may occur.



4. 12:15 Respond to Additional Input Following 30-Day Review

Action Item

Article	Section	Additional Input
Article III, Membership	Section 1: Membership Section 2: Attendance Responsibilities Section 3: Terms Section 4: Filling Commission Vacancies Section 5: Commission Recruitment Process	Peggy – Page 4, Section 4, Vacancies I think it’s important to keep this paragraph in.
Article IV, Meetings	Section 1: Regular Meetings Section 2: Order of Business Section 3: Quorum Section 4: Closed Session Section 5: Special Meetings Section 6: Open Meetings Section 7: Decisions and Actions of the Commission Section 8: Addressing the Commission	<p>Peggy – Page 5 and throughout. Just wondering why you feel we should replace “Workgroups” with “Ad Hoc Committees?”</p> <p>Dorothy Sansoe – Page 5. Section 3. Quorum The W&I Code states what a quorum will be for the Commission. Section 5604.5 establishes the quorum as one person more than one-half of the <u>appointed</u> members. This gets awkward when there is an odd number of Commissioners because you cannot have a half of a person.</p> <p>In this particular case [current Commission membership] a quorum would be 7.5 members, but we round the number up to 8.... $13 \times 50\% = 6.5$ plus one = 7.5 rounded up to a full person = 8</p> <p>To pass an item you need “yes” votes from a majority of the appointed members – since there are 13 appointed members a majority would be 7 in this case. So, if 8 members attend a meeting you meet the quorum and will ALWAYS need 7 “yes” votes to pass any item.</p> <p>The Commission never requires a 2/3rds majority to pass an item.</p>
Article VII, Committees	Section 1: Creation of Committees Section 2: Staff Assistance to Committees	Peggy – Page 10, Section E 2. Duties I think we should keep in the last sentence, “The

	<p>Section 3: Standing Committees</p> <ul style="list-style-type: none"> A. Mission Statement B. Membership C. Appointment and Terms D. Meetings/Actions E. Chairpersons/Co-Chairpersons/Vice Chairpersons <p>Section 4: Executive Committee</p> <ul style="list-style-type: none"> A. Mission Statement B. Membership <p>Section 5: Task Forces</p> <ul style="list-style-type: none"> A. Purpose B. Membership C. Appointment D. Meetings/Actions E. Chairpersons <p>Section 6: Ad Hoc Committees</p> <ul style="list-style-type: none"> A. Purpose B. Membership C. Appointment D. Meetings/Actions E. Chairpersons 	<p>Commission shall conform to...do likewise.”</p> <p>Peggy – Page 11, Section 5 B. Task Forces I think the number of Commissioners on each task force should remain at a minimum of 2 and maximum of 4.</p> <p>Peggy – Page 11, Section 5 E 1. Selection Since this is a Task Force of the Commission, I believe that the Chair of the Task Force does need to be a Commissioner.</p> <p>Peggy – Page 12, Section 6 D. Meetings/Actions I believe the last line of this paragraph should say “a quorum” instead of “a majority.”</p> <p>Peggy – Page 12, Section 6 E 1. Selection First line should read “Each ad hoc committee” instead of “each workgroup.”</p> <p>Peggy – Page 13, Section 6 E 2. Second paragraph: take out space in “Chairperson.”</p>
--	---	--

5. 1:00 Develop Responses for Revisions Proposed by the Bylaws Task Force

Possible Action Item

6. 2:00 Adjourn Meeting