



*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.*

## EXECUTIVE COMMITTEE MEETING AGENDA

**Tuesday, December 1, 2015 ♦ 3:15-4:30**

**1350 Arnold Dr., Ste. 103, Martinez**

*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.*

### AGENDA

- I. **3:15 Call to Order / Introductions**
- II. **Public Comment followed by Commissioner Comment**  
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 posted agenda, only a brief response for clarification may occur. Time will be provided for Public Comment on items on the posted Agenda as they occur during the meeting.
- III. **Announcements**
- IV. **Approval of the October 6, 2015 Minutes** (Not available--Forward to January meeting.)
- V. **Website discussion – Victoria Balladares, Communications Director** *Action Item*
- VI. **Bylaws Change** *Action Item*  
Proposed amendment being reviewed by Catherine Beller, County Counsel
- VII. **Election of Officers and Representative Procedure** *Action Item*
- VIII. **Discuss election of Committee Chairs** *Action Item*
- IX. **Procedure for limiting discussion time for Commissioners** *Action Item*
  - Allowing for Commissioner to speak on an item and after each Commissioner has spoken, then the Chair will open it up for the public to speak and with a time limit for both the Commissioners and the Public.)
- X. **Set new time for Commission Meeting as 1<sup>st</sup> Wednesday of the Month.** *Action Item*
- XI. **Set new times for Committee meetings.**

**XII. Discuss Sam's request for MHC to present awards.**

**XIII. Commission Brochure and Mental Health Brochure.**

*Action Item*

**XIV. 4:30 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.*