

California Behavioral Health Planning Council

Executive Committee Agenda

Wednesday, June 18, 2025

8:30 a.m. to 10:15 a.m.

DoubleTree Hotel Marina del Rey
13480 Maxella Avenue,
Marina Del Rey, CA 90292
Panache III

[Zoom Meeting Link](#)

Meeting ID: 818 9864 1731

Passcode: 437054

Join by phone: 1-669-900-6833

Passcode: 437054

| | | |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 8:30 am | Welcome and Introductions <i>Tony Vartan, Chairperson</i> | |
| 8:35 am | January and April 2025 Meeting Minutes (Action) <i>Susan Wilson, Chairperson-Elect</i> <ul style="list-style-type: none">• <i>Committee Discussion</i>• <i>Public Comment</i>• <i>Accept Minutes</i> | Tab 1 |
| 8:40 am | Council Membership Update <i>CBHPC Staff</i> | Tab 2 |
| 8:50 am | FY 2024-2025 Expenditure Report <i>CBHPC Staff</i> | Tab 3 |
| 8:55 am | Ad Hoc: Behavioral Health Services Act (BHSA) Implementation Advocacy Update <i>Jenny Bayardo, Executive Officer; Barbara Mitchell, Council Member; Javier Moreno, Council Member; Susan Wilson, Council Member and Uma Zykofsky, Council Member</i> | Tab 4 |
| 9:10 am | General Session Upcoming Meetings <i>Jenny Bayardo, Executive Officer and all</i> | Tab 5 |
| 9:20 am | Committee Distribution Review & Discussion <i>Tony Vartan, Chairperson</i> | Tab 6 |
| 9:40 am | Approve Transparency Statement (Vote) <i>CBHPC Staff</i> | Tab 7 |

If reasonable accommodations are required, please contact the Council at (916) 701-8211 not less than 5 working days prior to the meeting date.

California Behavioral Health Planning Council

- 9:45 am** **Report from CA Coalition for Behavioral Health**
Daphne Shaw
- 9:55 am** **Report from CA Association of Local Behavioral Health Boards and Commissions**
Theresa Comstock
- 10:05 am** **General Public Comment**
Members of the public can comment on any non-action agenda item that did not have public comment or any other general item.
- 10:10 am** **Wrap-Up and Plan for Next Meeting**
Tony Vartan, Chairperson
- 10:15 am** **Adjourn**

The scheduled times on the agenda are estimates and subject to change.

Public Comment: Limited to a **2-minute maximum** to ensure all are heard.

Executive Committee Members

Officers: Tony Vartan, Chairperson Susan Wilson, Chair-Elect Deborah Starkey, Past Chair

Housing/Homelessness: Deborah Starkey, Chairperson Maria Sierra, Chair-Elect

Legislation: Barbara Mitchell, Chairperson Javier Moreno, Chair-Elect

Patients' Rights: Mike Phillips, Chairperson Richard Krzyzanowski Chair-Elect

Systems and Medicaid: Uma Zykovsky, Chairperson Karen Baylor, Chair-Elect

Workforce and Employment: Deborah Pitts, Chairperson Bill Stewart, Chair-Elect

Performance Outcomes: Noel O'Neill, Chairperson Don Morrison, Chair-Elect

Reducing Disparities Workgroup: Liz Oseguera

Children & Youth Workgroup: Dave Cortright

Substance Use Disorder Workgroup: Javier Moreno

At-Large: Arden Tucker

Liaisons: **CBHDA:** Elissa Feld **DHCS:** Erika Cristo

CCBH: Daphne Shaw

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**California Behavioral Health Planning Council
Executive Committee**

Wednesday, June 18, 2025

Agenda Item: Accept January and April 2025 Meeting Minutes (Action)

Enclosures: None

Background/Description:

Committee members will review and adopt meeting minutes. Minutes will be provided to Council Members via e-mail a minimum of three days in advance of the meeting and posted to the committee webpage.

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, June 18, 2025

Agenda Item: Council Membership Update

Enclosures: [Council Appointment List](#)

Background/Description:

To ensure fulfillment of the provisions in Welfare and Institution Code Section 5771, Council staff updates the Executive Committee on appointments at each quarterly meeting. The Executive Committee reviews membership needs and identifies any actions needed.

There are currently two vacancies in the Council's membership. The vacancies are for two (2) Persons with Lived Experience. Council Staff will share information on recruitment activities and recent applications received.

TAB 3

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, June 18, 2025

Agenda Item: FY 2024-2025 Expenditure Report

Enclosures: None

Background/Description:

The Chief of Operations will provide an overview of the current Fiscal Year (FY) 2024-25 Expenditure Report to be provided at the time of the meeting. Council Members will have an opportunity to ask questions about any item shown on the reports.

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, June 18, 2025

Agenda Item: Ad Hoc: Behavioral Health Services Act (BHSA) Implementation Update

Enclosures: CBHPC Areas of Interest Crosswalk

Background/Description:

In June of 2024 the Officer Team established an Ad Hoc working group to guide the California Behavioral Health Planning Council's advocacy efforts around the implementation of Proposition 1, now referred to as the Behavioral Health Transformation. The Ad-Hoc group meets regularly to respond to Behavioral Health Transformation related items on behalf of the Council. Ad Hoc members will update the committee on activities since the last committee meeting.

During this agenda item the committee Chairpersons will also have the opportunity to discuss related activities and agenda items planned for upcoming committee meetings. The *CBHPC BHT Areas of Interest Crosswalk* will be updated to reflect Council actions taken.

| Prioritization of Sections for BHSA | | | | | |
|-----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Topic | Code Section(s) | Implementation Date (Effective Date) | Lead Committee | All Relevant Committees | Committee Action Update |
| Definitions of who can be served under BHSA | SEC 2(b); SEC 12 4094 (f)(1)(B); SEC 12 4094 (h); 4096.5(b); SEC 38 5806(a),(2)(a),(D)(E)(5)(7)(8)(9)(10); SEC 46 5835(2)(A); SEC 50 5840(E)(i)(ii) and (c)(3); SEC 53 5840.6(c)(1) and (f)(2); SEC 55 5840.7(a) (1)(3)(6); SEC 76 5868(a)(2)(A)(D)(3)(4)(5)(8)(9)(10); SEC 78 5878.1(a); SEC 81 5878.3(a)(1)(A)(c); SEC 95 5892(d) and (L)(7) | July 1, 2026 (All sections) | TBD | LPPC, HHC, SMC | 8/8/2024: HHC coordinated and submitted a joint letter—cosigned by 13 state and local behavioral health organizations—urging the Administration to adopt key recommendations. 12/3/2024: HHC provided feedback and recommendations on housing definitions for the first Module of the BHSA Policy Manual. Outcome: The recommended definitions were adopted in the final Module 1 of the Policy Manual. |
| FSPs and restrictive nature of who is eligible/time limitations | Part 4.1: 5887(d)(1) ; 5887.1; SEC 95 5892(a)(2A) | July 1, 2026 (Both sections) | SMC | LPPC, SMC | The SMC has invited counties and local organizations to discuss this topic at the June 2025 Quarterly Meeting |
| Data Requirements | SEC 109 WIC 5963.02 (b), WIC 5963.04 (a)(2); SEC 18 WIC 5604.2 (a)(7); SEC 25 WIC 5610 (b)(1); SEC 27 WIC 5613, SEC 30 WIC 5664 (a) | January 1, 2025 (SEC 27 County Data to Boards and DHCS, SEC 25 WIC 5610 (b)(1), SEC 109 WIC 5963.04 (a)(2) BHOATR), July 1, 2025 (SEC 109 Integrated Plan Data), July 1, 2026 (SEC 25 WIC 5610 (b)(1)) | POC | POC | In Progress |

| Topic | Code Section(s) | Implementation Date (Effective Date) | Lead Committee | All Relevant Committees | Committee Action Update |
|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------|-------------------------|
| Outcomes | SEC 64. WIC 5848 (c),(e); SEC 84 WIC 5886 (k)(1); SEC 113 WIC 14707.5 (b)(2), (c), (d), (e)(1); SEC 114 WIC 14707.5; SEC 25 WIC 5610 (b)(1) | January 1, 2025 (SEC 64, SEC 84, SEC 113, SEC 114) July 1, 2026 (SEC 25) | POC | POC | In Progress |
| Integrated Plan (3-year County Plans) | SEC 40 5813.5 (d)(g)(4); SEC 63 5847; SEC 95 5892(a)(1)(B)(C); Chapter 3 Article 2 5963, 5963.01, 5963.02, 5963.03, 5963.04, 5963.05 | January 1, 2025 (Chapter 3 Article 2 5963.03, 5963.05); July 2026 (Chapter 3 Article 2 5963.04 County Behavioral Health Outcomes, Accountability, and Transparency Report) July 1, 2026 (SEC 40 5813.5 (d)(g)(4)), SEC 95 5892(a)(1)(B)(C), Chapter 3 Article 2 5963, 5963.01, 5963.02) | SMC | SMC | In Progress |
| Engaging Stakeholders with Emphasis on Consumer Voice | SEC 38 WIC 5806 (1); SEC 64 WIC 5848 (a); SEC 95 WIC 5892 (c)(3), (e)(1)(C) | January 1, 2025 (SEC 38 Stakeholder Engagement on IPs) | POC | POC | In Progress |

| Topic | Code Section(s) | Implementation Date (Effective Date) | Lead Committee | All Relevant Committees | Committee Action Update |
|---------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Statewide Workforce | SEC 2(e); 1095.5(a)(1); SEC 12 4094 (f)(1)(C)(D); SEC 38 5806 (C) and (b)(c); SEC 42 5830 (c)(3); SEC 53 5840.6(c)(4)(6); SEC 55 5840.7(c); SEC 66 5848.5(b)(3)(4)(8-b-iv-vi); SEC 95 5892(f)(1)(D) and (L)(5) | January 1, 2025 (SEC 10, SEC 66) July 1, 2026 (All Other Sections) | WEC | WEC | The WEC leadership presented the Workforce Initiative to the committee during the April 2025 Meeting. The WEC invited HCAI to discuss the Medi-Cal Community-Based Provider Training Program within this Initiative during the June 2025 Meeting. The committee also added this component to the Work Plan. |
| Housing Continuum | SEC 43 5830 (a)(1) SEC 95 5892 (a)(1)(A),(b)(1) | July 1, 2026 (Both sections) | HHC | HHC, SMC | In Progress |
| Implementation of SUD services in all parts of the mental health service system | SEC 2(b); SEC 40 5813.5(j)(k); SEC 50 5840(a)(1),(3), and (e); SEC 53 5840.6(e)(4); SEC 55 5840.7(a)(1)(5); SEC 81 5878.3(d)(2); SEC 90 5891(a)(1); SEC 92 5891.5(a) | July 1, 2026 (All sections) | SMC | LPPC, SMC | SMC is including this in the FSP conversation during the June 2025 Meeting |
| Effective collaboration with partners in the behavioral health transformation for a statewide plan that serves all Californians | SEC 109 5963.06. (c)(11); SEC 58 WIC 5845 (f)(13), (g)(1) | December 21, 2029 (SEC 109) January 1, 2026 (SEC 58 Collaboration between BHSOAC with CBHDA, DHCS, CBHPC on reports and recommendations) | TBD | TBD | In Progress |
| Behavioral Health Board | SEC 15 WIC 5604; SEC 19 WIC 5604.2; SEC 109 WIC 5963.03 (b) | January 1, 2025 (All sections) | POC | POC | In Progress |

| Topic | Code Section(s) | Implementation Date (Effective Date) | Lead Committee | All Relevant Committees | Committee Action Update |
|---------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------|-------------------------|----------------------------------------------------------------------------------------------------------|
| Voluntary vs. Involuntary Services* | SEC 12 4094(h); SEC 13;SEC 38 5806(E); SEC 61 5845.5(e)(2); SEC 74 5852.5(a), SEC 85 5886 (F)(viii); SEC 95 5892(d) | January 1, 2025 (SEC 61, SEC 74, SEC 85) July 1, 2026 (All Other Sections) | SMC | LPPC, PRC, SMC | In Progress |
| Crisis Continuum* | SEC 2(i); SEC 12 4094; SEC 13 4096.5; SEC 32 5675; SEC 36 5805; SEC 53 5840.6(7) and (e)(1) ; SEC 55 5840.7(a)(1)(2)(10); SEC 66 5848.5; SEC 74 5852.5(a); SEC 76 5868; Part 4.1 5887(e); SEC 95 5892(f)(1)(E)(vi)(IV) | January 1, 2025 (SEC 66, SEC 74) July 1, 2026 (All Other Sections) | SMC | SMC | SMC is tracking this item. |
| Statewide Prevention (non-FSP)* | SEC 46 5835; SEC 50 5840; SEC 53 5840.6; SEC 66 5848.5(b)(1) and (g)(1)(E); SEC 95 5892(f)(1)(E)(i)(ii)(V)(iii)(iv)(v)(vi) | January 1, 2025 (SEC 66) July 1, 2026 (All Other Sections) | SMC | SMC | In Progress |
| Fiscal implications/sustainability* | | July 1, 2026 | TBD | All | In Progress |
| Evidence Based Practices and Community-Defined Evidence Practices* | SEC 46 5835(2); SEC 50 5840(B),(3)(A),(c); SEC 53 5840.6 (e)(2)(3) and (h); SEC 55 5840.7(a)(4)(8); SEC 66 5848.5(a),(b)(8)(B)(iii), Part 4.1 5887(a)(6) and (h)(1)(6); Chapter 3 Article 2 5963.02(a)(5) | January 1, 2025 (SEC 55, SEC 66) July 1, 2026 (All Other Sections) | SMC | SMC | SMC is tracking this item. Members attend the BHT Quality and Equity Advisory Committee meetings as well |

| Topic | Code Section(s) | Implementation Date (Effective Date) | Lead Committee | All Relevant Committees | Committee Action Update |
|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Diversity, Equity, and Inclusion (How BHSA changes impact communities of color)* | SEC 38 5806(B)(C) and (3)(4)(10); SEC 40 5813.5 (e)(3); SEC 42 5830 (a)(1)(2) and b(A)(C); SEC 50 5840(C),(E)(ii),(f); SEC 53 5840.6(8),(e)(5),(f); SEC 55 5840.7(a)(4)(7); SEC 59 5845.1(b)(1)(2)(A); SEC 76 5868(b)(2)(B) and (D)(3); SEC 78 5878.1(b); SEC 95 5892(f)(1)(E)(IV) and (h)(5)(G); Chapter 3 Article 2 5963.02(b)(5) and (c)(8)(D); 5963.03(a)(2)(ii) | January 1, 2025 (5963.03(a)(2)(ii)) July 1, 2026 (All other sections) January 1, 2027 (SEC 42 repealed) | SMC | All | Integrated into all committee presentations by asking presenters to address CBHPC equity questions in their presentations |

* = Added by Executive Committee Members 10/16/2024

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, June 18, 2025

Agenda Item: General Session Upcoming Meetings

Enclosures: Orientation Manual Agenda Development Description

CBHPC Operating Policies and Procedures Manual Section 4

Background/Description:

The General Session agenda is set by the Executive Officer with input from the Officer Team. In past years, Chairpersons have requested committees identify topics and speakers for General Session agendas. We have also spent time during General Session meetings discussing Council Member priorities to help identify topics for future meetings. Council Members can also submit ideas directly to the Officer Team.

The current Chairperson, Tony Vartan, will lead the Executive Committee in a discussion of potential upcoming General Session meeting agenda items for 2026. The committee will discuss several options including but not limited to,

- The idea of “themes” for each meeting
- The possibility of committees taking responsibility for planning a meeting
- Potential topics
- Suggested speakers
- The use of Fridays for “Public Forums”
- Emerging issues the Council should address in 2026

Executive Committee members are expected to come prepared to contribute their ideas and thoughts to the conversation so that the Officer Team can act on suggested items for future General Session meetings.

Quarterly Meeting Agenda Development and Packet

Agenda

The Executive Officer is responsible for developing the agenda for the Quarterly General Session Meetings. The Council likes to have Opening Remarks from a County Behavioral Health Director on Thursday afternoon and from a State Legislator or Administration representative on Friday morning. Topics are recommended by Executive Committee members or developed by the Executive Officer with the Officer Team based on emerging issues in the behavioral health system.

Packet

The packet is assembled as follows (All these materials are enclosed):

- Packet Cover Letter
- Issue Request Form (Planning Council members use this if they have a topic that they wish one of the committees to pursue. They fill out this form and take it to the committee in question and make a request during the first five minutes of the committee meeting.)
- General Session Meeting Agenda with Action Item tabs. (Agenda Items that are going to have background information included in the packet are given letter tabs and have Action Items written up on them. They are generally informational in nature and do not have any actions taken on them. You determine what the letters are for the tabs by looking where the letters left off from the previous meeting. For example, the last letter for the October meeting was "V" so the first tab for the January meeting would be "W." The Executive Officer can do the Action Items or delegate them to other staff, especially to the Deputy Executive Officer.
- Committee Agendas with Action Item tabs—Committee materials are provided for the members of each committee. Council Members can request materials for committees they are not members of, or they can access them online.
- Members may select to receive electronic or print packets.
- Packets are delivered to Council members and posted to the Council's webpage a minimum of 10 working days prior to the meeting.

CBHPC Policy and Procedure Manual Excerpt

4. Requests from Members for Issues to be Placed on Agenda

A Planning Council member may request that an issue be discussed during a Planning Council meeting through the following process:

- The member should consult with the Executive Officer prior to submitting a written request to place an item on the agenda
- The member must make a written request to the Executive Officer
- The member should provide background and any written material necessary to explain the issue

The Executive Officer will consult with the Officer Team of the Planning Council who will place the issue on the agenda of the full Planning Council or refer the issue to the Executive Committee or to one of the standing committees.

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, June 18, 2025

Agenda Item: Committee Distribution Review & Discussion

Enclosures: 2025 Committee Rosters

CBHPC Operating Policies and Procedures Excerpt: Section 9

Background/Description:

The Executive Committee establishes the standing committees per Operating Policies and Procedures Section 8.2. Committees should ideally be evenly distributed by appointment category ensuring adequate representation on each committee. In addition, committees should also be equal in size and no one committee should constitute a majority of the full Council membership.

The Executive Committee will review and discuss the distribution of the current standing committees.

CA Behavioral Health Planning Council
Committee Rosters June 2025

| Legislation and Public Policy | Workforce and Employment | Housing and Homelessness |
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| <p>Chair Barbara Mitchell</p> <p>Elect Javier Moreno</p> <p>Amanda Andrews</p> <p>Karen Baylor</p> <p>Monica Caffey</p> <p>Erin Franco</p> <p>Ian Kemmer</p> <p>Steve Leoni</p> <p>Catherine Moore</p> <p>Noel O'Neill</p> <p>Elizabeth Oseguera</p> <p>Milan Zavala</p> <p>Sarah Poss</p> <p>Darlene Prettyman</p> <p>Danielle Sena</p> <p>Karrie Sequeira</p> <p>Daphne Shaw</p> <p>Deborah Starkey</p> <p>Tony Vartan</p> <p>Susan Wilson</p> <p>Uma Zykofsky</p> | <p>Chair Deborah Pitts</p> <p>Elect Bill Stewart</p> <p>Susie Baker</p> <p>John Black</p> <p>Dave Cortright</p> <p>Jessica Grove</p> <p>Lynne Martin Del Campo</p> <p>Lanita Mims-Beal</p> <p>Don Morrison</p> <p>Dale Mueller</p> <p>Jessica Ocean</p> <p>Deborah Pitts</p> <p>Marina Rangel</p> <p>Maria Sierra</p> <p>Arden Tucker</p> | <p>Chair Deborah Starkey</p> <p>Elect Maria Sierra</p> <p>Susie Baker</p> <p>John Black</p> <p>Monica Caffey</p> <p>Dave Cortright</p> <p>Erin Franco</p> <p>Lynne Martin Del Campo</p> <p>Lanita Mims-Beal</p> <p>Barbara Mitchell</p> <p>Don Morrison</p> <p>Jessica Ocean</p> <p>Sarah Poss</p> <p>Darlene Prettyman</p> <p>Danielle Sena</p> <p>Daphne Shaw</p> <p>Bill Stewart</p> <p>Arden Tucker</p> |
| <p>Staff Maydy Lo 21</p> | <p>Staff Ashneek Nanua 15</p> | <p>Staff Simon Vue 18</p> |

CA Behavioral Health Planning Council
Committee Rosters June 2025

| System and Medicaid | Executive Committee | Patients Rights Committee |
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| Chair Karen Baylor Elect Uma Zykovsky Amanda Andrews Jessica Grove Ian Kemmer Steve Leoni Catherine Moore Javier Moreno Dale Mueller Noel O'Neill Elizabeth Oseguera Deborah Pitts Marina Rangel Karrie Sequeira Walter Shwe Tony Vartan Susan Wilson Uma Zykovsky Milan Zavala | Chair Tony Vartan Elect Susan Wilson Past Cr Deborah Starkey POC Noel O'Neill POC Don Morrison PRC Mike Phillips PRC Richard Kryzanowski WEC Deborah Pitts WEC Bill Stewart LPPC Barbara Mitchell LPPC Javier Moreno SMC Uma Zykovsky SMC Karen Baylor HHC Deborah Starkey HHC Maria Sierra DHCS Erika Cristo CCBH Daphne Shaw AT LAF Arden Tucker EO Jenny Bayardo CBHDA Elisa Feld Children David Cortright RDW Liz Oseguera SUD Javier Moreno | Chair Mike Phillips Elect Richard Kryzanowski Catherine Moore Daphne Shaw Susan Wilson Uma Zykovsky |
| Staff Ashneek Nanua 18 | Staff Naomi Ramirez *19 | Staff Justin Boese 6 |
| | | Performance Outcomes Chair Noel O'Neill Elect Don Morrison Karen Baylor Erin Franco Steve Leoni Lanita Mims- Catherine Moore Elizabeth Oseguera Susan Wilson Uma Zykovsky |
| | | Staff Justin Boese 10 |

*Total Number of Council Members

CBHPC OPERATING POLICIES AND PROCEDURES

- Systems and Medicaid
- Housing and Homelessness
- Patients' Rights Committee

8.3 Ad Hoc Committees/Workgroups

The Executive Committee can establish ad hoc committees and workgroups to work on specific issues or tasks that are time-limited. Current workgroups are:

- Children/Youth
- Reducing Disparities
- Substance Use Disorder

9. Committee Policies and Procedures

1. Each Planning Council member is required to serve on two standing committees. The Officer Team will make assignments of new Council members to the committees based on expertise and an attempt to most evenly distribute persons with lived experience, family members, providers, advocates of persons with lived experience, and state representatives amongst the committees. Members who wish to change committees must email their request to the Executive Officer and receive approval from the Officer Team.
2. Each standing committee shall have a Chairperson and a Chairperson-Elect, who shall serve as Vice Chair. During the October committee meeting, the committee members shall nominate a new Chairperson Elect. The nominees will be submitted to the Council Officer Team for appointment. The appointments will be effective starting at the January meeting. The term of office shall be one year with the option of a second year as determined by a majority of the committee members. A Council Member may not serve as an officer on more than two committees or workgroups at a time to ensure all Council Members have an opportunity to lead.
3. To assist them in their work, committees may invite individuals to serve as subject matter consultants who are not Planning Council members but who possess special knowledge, skill, or background relative to the committee's jurisdiction. The Officer Team must approve such invitations. Subject to the approval of the Executive Officer and availability of travel funds, a Committee Chairperson may offer to pay for travel expenses for consultants to present at a committee meeting. The invited individual is not a member of the committee and has no voting rights.
4. The Committee Chairperson may decide on the need for meetings in addition to quarterly meetings. Planning Council staff will make meeting arrangements and notify committee members of the meetings by email and prepare and post

CBHPC OPERATING POLICIES AND PROCEDURES

a meeting agenda. Planning Council staff will support committee activities by providing issue analyses, background documents, and other necessary materials at the request of committee chairpersons and with the approval of the Executive Officer.

5. Committees employ consensus as the method of decision-making. A quorum must be present for the committee to transact business. A simple majority of committee members shall constitute a quorum.
6. In the Chairperson's absence, the Chair-Elect will preside over the meeting. In the absence of both the Chairperson and Chair-Elect, either the immediate past Chairperson or CBHPC staff will preside over the committee meeting.
7. Between committee meetings, the Committee Chairperson will inform Planning Council staff of any significant developments relating to the committee's projects. Additionally, the Committee Chairperson is included in all committee business and operations such as agenda development, speaker/presentation preparation and any other matters relating to committee meetings, activities or projects.

10. Representing the Planning Council

10.1 Selection of Planning Council Members to Attend Training/Conferences

The Planning Council maintains a list of various organizations' annual trainings, conferences, and events. The Council will periodically solicit volunteers to travel to these events on behalf of the Planning Council. Once all interested members have submitted their names, the Officer Team will evaluate and select a representative(s) based on how closely they match the scope and purpose of the event. The following criteria will be used in making this determination:

- Experience and seniority (for policy development)
- Council member's attendance at previous trainings, conferences, and events
- New member (for training purposes)
- Regular attendance and active participation
- Subject matter expertise
- Specific criteria required by the requesting organization

Council members should explore whether their employer will fund or reimburse for traveling and attending these events.

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, June 18, 2025

Agenda Item: Transparency Statement (Action Item)

Enclosures: None

Background/Description:

Each fiscal year the Executive Committee approves and posts the Council's annual transparency statement, as required by our transparency policy. The Transparency Statement serves as public acknowledgment of any paid employment with an entity that may come under review by the Council during its business in the coming fiscal year. The Statement is posted on the Council's Executive Committee page to serve as a transparent notice that members may be fiscally connected to an entity that the Council might review, evaluate, or otherwise scrutinize. On June 5, 2025, Council Members were provided the current Transparency Statement and asked to submit any new activities by June 13, 2025. Updated statement to be provided at the meeting.

10.5 Transparency Policy

To facilitate open communication and understanding on all projects conducted by the California Behavioral Health Planning Council (CBHPC) among its members who may or may not be involved in paid employment related to CBHPC business, Planning Council members will notify the Executive Officer, who will place a transparency statement notification on the Executive Committee agenda to be included in the Executive Committee minutes when the following occurs:

- A member is doing paid work for the California Department of Health Care Services (DHCS) or other state agencies whose work may be reviewed by the CBHPC.
- A member is doing paid work for the federal government that may be related to federal Substance Abuse and Mental Health Services Administration (SAMHSA) Act Block Grant activities.
- A member is doing paid work for a contractor of the DHCS.
- A member is doing paid work for a county when that work is likely to be reviewed by the CBHPC.

Motion: To approve the updated Transparency Statement.