



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: April 17, 2018

Subject: Amendment to the Contra Costa Mental Health Commission Bylaws

RECOMMENDATION(S):

ACCEPT and APPROVE the revised Mental Health Commission Bylaws that amends Article VIII, Section 3, Sub-section 3.2 (Executive Committee Composition).

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Mental Health Commission's five standing committees have had difficulty in conducting its business activities due to an absence of quorum. The proposed amendment to the Mental Health Commission Bylaws, Article VIII, Section 3, Sub-section 3.2 (Executive Committee Composition), will allow the standing committee meetings to proceed in the absence of quorum.

The department recommends amending the bylaws using the following language that has been recommended by the Office of the County Counsel: "In the event there is no quorum due to a Commissioner's absence from a standing committee meeting, a member of the Executive Committee may, upon the request of the standing committee, serve as a

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **04/17/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 17, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Matthew Luu, (925)
957-5130

Commissioner Pro Tem. The Commissioner Pro Tem may vote on any matter properly before the standing committee. The Commissioner Pro Tem will be the Chairperson of the Executive Committee or, if the Chairperson of the Executive Committee declines, the Vice Chairperson.

BACKGROUND: (CONT'D)

If the Vice Chairperson declines, any member of the Executive Committee may serve. The Commissioner Pro Tem's service ends when the standing committee meeting is adjourned.

CONSEQUENCE OF NEGATIVE ACTION:

If the revised bylaws are not approved, the standing committees will continue to cancel meetings due to an absence of quorum.

ATTACHMENTS

Bylaws Clean Copy

Bylaws Redlined Copy