

## Santa Clara County Mental Health Board Executive Committee Meeting Chair's Report, March 22, 2013

- **Upcoming Board Actions:**
- **Annual Mental Health Board Report:** Annually, the MHB submits a report of accomplishments and next steps to the Santa Clara County Board of Supervisors. I have a draft report that includes my Chair's Report section and a report from the FAC Committee. All other subcommittee reports are due by the end of March. I have asked our Board Clerk, Llolanda Ulloa, to confirm the following schedule: Reviews must be done by the MHB-Executive Committee April 26, 2013 and the full MHB review on May 13, 2013. The MHB Chair must produce a cover letter so the report can be submitted in May.
- **MHB Nominating Committee:** I recommend the following three (3) current MHB members be appointed at the March 25 Executive Committee Meeting: Laura Barreras, Evelyn Vigil, and Victor Ojakian.

These appointments should be confirmed at the regularly scheduled board meeting of April 8, 2013. The Nominating Committee shall submit a written report to the MHB meeting of May 11, 2013. At the June 10, 2013 MHB meeting, nominations can be taken from the floor and a July election will take place at the July 8, 2013 regular MHB meeting, or soon thereafter.

- Action: A motion to approve the proposed MHB-Nominating Committee members: Laura Barreras, Evelyn Vigil and Victor Ojakian.
- **Board member requirement:** All board members are required to submit a Form 700 by April 2, 2013. COB's Office is asking submission by March 18, 2013 as they have to review each form for completeness prior to accepting it.
- Ethics Training within a year from being appointed and every two years thereafter.
- **Mental Health Board subcommittee structure:** I requested information from several mental health board members from other counties about their subcommittees. Smaller counties indicated they do not have subcommittees and form ad hoc committees if an issue needing extended attention arises. A San Mateo County MHB member stated the following:

*Our standing committees are the Youth which includes children and TAY, the Adult and The Older Adult committees. Our standing committees meet monthly. We travel to the contractors' sites to check out the larger or newer apts., board and care homes, hotels and etc. When needed, we create a nominating, budget or etc. committee. WE have a chair, vice-chair, at large, committee chairs and CALMHB/C rep to make up our exec. committee.*

In essence there is a mix bag on what other mental health boards do for subcommittees. Our MHB has latitude in structure our work according to our needs and desires.