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BEHAVIORAL HEALTH COMMISSION

**NEW COMMISSIONER
ORIENTATION**

Presented By:

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Behavioral Health Commission Liaison

SACRAMENTO
COUNTY

WELCOME!

You are joining a Commission that plays a meaningful role in shaping behavioral health services in Sacramento County. We are glad you're here.

What We'll Cover

- What the Commission is and why it exists
- How it fits into the County's behavioral health system
- Your role as a Commissioner
- What you can and cannot do
- How meetings, committees, and voting work
- Brown Act basics
- Conflict of interest rules
- Support available to you

Your First 90 Days

You will receive onboarding materials, meet BHS staff and fellow Commissioners, and begin participating in meetings and committees. You are not expected to know everything right away; we will support you as you learn.

UNDERSTANDING THE COMMISSION



COMMISSION OVERVIEW

How the Commission was Created:

- The Behavioral Health Commission was established under Welfare and Institutions Code section 5604, which requires every county to have a behavioral health board.
- In 2024, California voters approved **Proposition 1**, also known as the Behavioral Health Services Act (BHSA). BHSA updates the earlier Mental Health Services Act (MHSA) and strengthens the behavioral health system by:
 - Expanding access to mental health and substance use treatment
 - Increasing housing supports
 - Growing the behavioral health workforce
 - Prioritizing services for people with the most significant needs



COMMISSION OVERVIEW CONT'D

Advisory Function

- The Commission serves as a community voice.
- It advises the Board of Supervisors and the Behavioral Health Director on programs, services, and community needs.

What the Commission is not

- The Commission does not run programs, direct staff, or resolve individual complaints.
- Its role is to review, advise, and elevate community perspectives, and it operates under adopted bylaws.

ROLE OF THE COMMISSION IN SACRAMENTO COUNTY



WHERE THE COMMISSION SITS

- Behavioral Health Services (BHS) is a division within the Department of Health Services
- The Commission is independent and advisory
- The Commission provides recommendations to the Board and BHS leadership

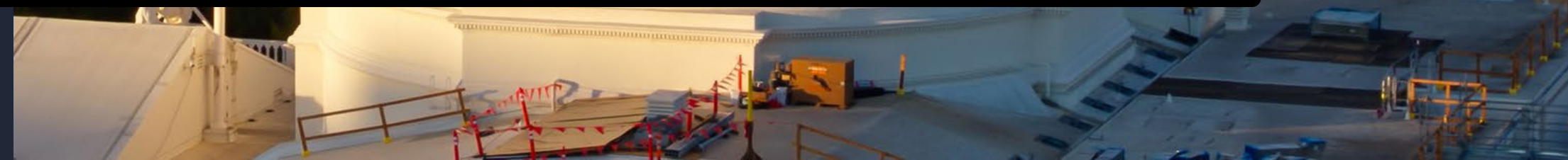
HOW WE WORK TOGETHER

The Commission:

- Reviews needs, services, and outcomes
- Participates in planning processes
- Holds public hearings
- Brings forward community perspectives

BHS:

- Provides data, presentations, and subject-matter expertise
- Supports Commission operations
- Responds to Commission recommendations





COMMISSION RESPONSIBILITIES

(WIC 5604.2 and 5963.03)

THE COMMISSION IS RESPONSIBLE FOR:

- Reviewing and evaluating community behavioral health needs
- Reviewing and commenting on the Integrated Plan
- Holding public hearings on draft plans and other documents
- Reviewing performance outcome data
- Reviewing community involvement processes
- Submitting an annual report to the Board of Supervisors
- Participating in the selection of the Behavioral Health Director
- Receiving written responses when recommendations are not adopted

YOUR ROLE AS A COMMISSIONER



COMMISSIONERS RESPONSIBILITIES

COMMISSIONERS ARE EXPECTED TO:

- Attend monthly General Meetings
- Participate on at least one committee and/or serve as a Commission liaison to a related advisory board/committee/Division of Behavioral Health Services task force
- Review materials and come prepared to meetings
- Engage with the community and bring forward perspectives
- Participate in public hearings
- Abstain from voting when a potential or perceived conflict of interest exists
- Support transparency and community involvement

MEMBERSHIP REQUIREMENTS



COMPOSITION

- 20 members appointed by the Board of Supervisors
- Must reflect the diversity of Sacramento County

LIVED EXPERIENCE

- At least 50% must be consumers or family members
- At least 20% consumers
- At least 20% family members

REQUIRED SEATS

- At least one youth (25 or younger)
- At least one veteran or veteran advocate
- At least one local education agency representative

TERMS

- Two consecutive three-year terms

YOUR ROLE: DO'S & DON'TS

EXAMPLE

- **CAN:** Vote to send a recommendation letter to the Board about respite services.
- **CANNOT:** Direct BHS to change respite program operations.

<u>Commissioners CAN</u>	<u>Commissioners CANNOT</u>
Ask questions about programs, data, and outcomes	Represent the Commission unless authorized
Vote on recommendations	Intervene in individual cases
Attend community events as individuals	Attend committees they are not appointed to
Serve as liaisons to other boards (optional)	Make decisions on behalf of the Commission outside of public meetings
Bring forward community concerns	
Request agenda items	
Participate in BHC committees	

WHAT COMMISSIONERS SHOULD DO?

PUBLIC COMMENT

DURING PUBLIC COMMENT

- Listen fully
- Thank the speaker
- Do not debate or correct
- Do not promise action
- Direct questions to the Chair

WHY IT MATTERS

Public comment is a core part of transparency and community voice.

HOW TO REQUEST AGENDA ITEMS



COMMISSIONERS MAY REQUEST ITEMS WHEN:

- A topic needs discussion
- A recommendation may be needed
- A committee wants to bring something forward



HOW TO REQUEST

- Email the Chair and BHS Liaison
- Provide a short description
- Include why the topic is needed

YOUR FIRST YEAR ROADMAP

MONTHS 1-3



- Orientation
- Committee assignment
- Learn county processes

MONTHS 3-6



- Active participation
- Begin contributing to discussions

MONTHS 6-12



- Support recommendations
- Participate in public hearings
- Engage with community partners

HOW THE COMMISSION OPERATES

BROWN ACT BASICS

The Brown Act ensures transparency and public access to government decision-making.

OPEN PUBLIC MEETINGS

- Meetings must remain accessible and open to the public
- Agendas posted 72 hours in advance
- Public must be allowed to comment
- No action on items not on the agenda

COMMUNICATION GUIDELINES

- No serial meetings (email, text, in person, intermediaries)
- No discussing Commission business with a majority outside a meeting
- Information sharing is allowed; deliberation is no

REMOTE PARTICIPATION RULES

REASONABLE ACCOMMODATION



- For members with temporary or permanent disabilities
- May participate remotely at any meeting
- Counts as in-person for quorum

STATE OF EMERGENCY



- Remote participation allowed during declared state or local emergencies

JUST CAUSE

(up to 2 meetings per calendar year)



Allowed for:

- Illness
- Caregiving responsibilities
- Travel for state/local business
- Emergencies preventing in-person attendance

Guidelines:

- Quorum at physical meeting location
- Notify the Chairperson and BHS Liaison as early as possible
- Provide a general description of the need.
- Minutes must include the Just Cause reason
- Must appear on camera and disclose adults in the room



COMMISSIONER ENGAGEMENT

Speaking

- You may speak as an individual
- You may speak for the Commission only when the Commission has taken a formal position
- Legal questions related to the BHC go to the Chairperson and the BHS Liaison

Voting

- Must be physically present unless remote participation is permitted
- Motion → second → discussion → public comment → vote

How Recommendations Move Forward

- Issues may be identified by a committee *or* the full Commission
- The full Commission discusses, takes public comment, and votes
- Approved recommendations are sent to BHS or the Board of Supervisors
- BHS or the Board reviews and may provide a written response

STRUCTURE AND SUPPORT

BHS PARTNERSHIP

➤ WHAT BHS LIAISONS DO

- Support Commission operations
- Ensure Brown Act and bylaw compliance
- Coordinate meeting logistics
- Provide information and connect Commissioners with BHS staff
- Subject matter support
- Support public hearings and planning processes

➤ WHAT BHS LIAISONS DO NOT DO

- Direct Commission decisions
- Advocate for policy positions
- Represent the Commission
- Vote or participate in deliberations

YOUR BHS SUPPORT TEAM

Who's Here to Support You

**Behavioral Health
Commission**
JaQuay Butler

01

Executive Committee
Neeki Gilani

02

**Adult Prevention and
Treatment Committee**
Erica Cambern

03

**Youth Prevention and
Treatment Committee**
Jamie Lathrop

04

**Crisis and Justice
Involved Continuum
Committee**
Korlany Roche

05

Division Leadership
• Dr. Ryan Quist, Behavioral Health
Director
• Chris Costa, County Counsel
• Jane Ann Zakhary, Division
Manager

06

STANDING COMMITTEES AND COMMISSION LIAISONS

ESTABLISHED IN THE BYLAWS

- Adult Prevention and Treatment,
- Youth Prevention and Treatment
- Crisis and Justice Involved Continuum.

PURPOSE

- Review needs and services
- Develop recommendations
- Support the Commission's statutory duties

PARTICIPATION LIMITS

- Maximum of 8 members per committee
- Commissioners may only attend committees they are appointed to
- Committees cannot make decisions for the Commission

LIAISON ROLES

- Commissioners may serve as liaisons to related advisory boards, committees or Behavioral Health Services task forces

GOVERNANCE AND COMPLIANCE

CONFLICT OF INTEREST

*BEHAVIORAL HEALTH
COMMISSION BYLAWS,
SECTION 7*

Employment Restrictions

A Commissioner or their spouse cannot be:

- A County behavioral health employee
- A DHCS employee
- An employee or paid board member of a contracted provider

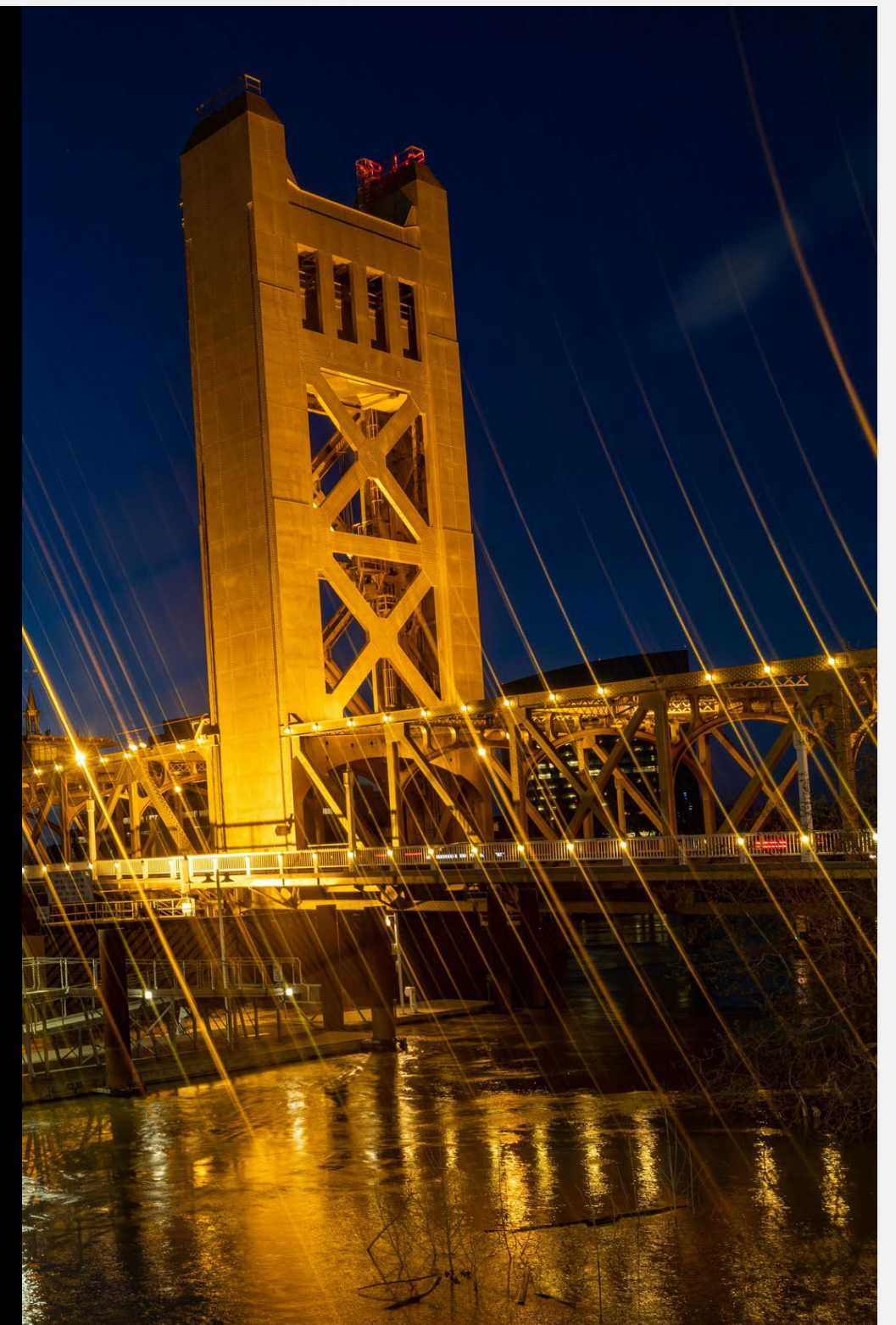
Exception for Consumers

Consumers may serve if:

- They have no influence over financial or contractual matters
- They abstain from voting on items related to their employer

Financial Conflicts

- Commissioners must abstain from voting on any item where they have a financial interest (Gov. Code 87103).



It is the Commissioners' responsibility to report if new conflicts of interest develop.

RESOURCES AND CLOSING

RESOURCES

- [BHC Bylaws 2025](#)
- [The Brown Act](#)
- [California Association of Local Behavioral Health Boards and Commissions](#) Training Materials
- [Sacramento County Behavioral Health Services](#) website
- [County Clerk of the Board](#) website

ANY QUESTIONS?

We are here to support you as you begin your service.

Your voice matters and your participation strengthens Sacramento County's behavioral health system.





THANK YOU!