

Meeting Minutes 1.7.25
Behavioral Health Youth Advisory Board

Name	Attendance	In Person or Hybrid	Excused?	District
Stormee Burgan	X	In Person		District 1
Clara Armstrong	X	In Person		District 1
Kiara Yates	X	In Person		District 2
Karisa Cinco	X	In Person		District 2
Radha Chauhan	X	Hybrid		District 3
Cloud 'Epiffany' Petersen	X	Hybrid		District 4
Natanya Kharat	X	Hybrid		District 4

5:08 pm - Welcome and Introductions

- Board members announce their presence and roll call was conducted. Quorum was set as 7 of the 7 members were present.

5:10 pm - Approval of Agenda

- Action Item: Board members vote to approve the amended agenda for 1.7.25, which adds a guest presentation to the agenda and approve the meeting minutes for 12.17.24 as quorum was made.

Yes	No	Abstain
7	0	0

5:14 pm - Public Comment

- No public comments were made at this time.

5:15 pm - Guest Presentation: Adrienne Shilton - California Alliance of Child and Family Services

Adrienne presented on the California Alliance of Child and Family Services and the recent passing of AB 2711.

- The CACFS currently works with youth, families, schools, and Juvenile Justice Impacted youth.
- AB 2711 is a bill that would require school districts or county offices of education to establish a public health framework for identifying and referring youth with substance use needs to community-based services. The bill would also revise school suspension and expulsion policies for drug-related infractions by requiring Local Education Agencies to develop public health approaches to support students in lieu of suspensions and expulsions.
- Adrienne stated that, "Punitive policies do nothing to support the individuals well being" which board members closely resonated with.
- "90% of students expelled are of color/foster youth" Adrienne shared.
- The board stated that they would love to collaborate further with their organization's YAB in the future through either direct collaboration as a whole or through ad hoc work.
- The conversation will be further through email correspondence with the BHYAB and the CACFS YAB.

5:58 pm - Board Activity Updates

- Action Item: Vote to approve the board's revised bylaws.
- Significant Changes include:
 - Clear language which allows members to continue to attend in a 'hybrid' format and this will count as active attendance.
 - Clearer limits have been established regarding reapplication for an officer role after being relieved of another officer role.
 - AI technology will not be counted as attendance nor will it hold any voting power.
 - A new internal protocol has been introduced, allowing for the reassignment of duties from member to member.

- Minor updates have been made to officer responsibilities.

Yes	No	Abstain
7	0	0

- Board members then conducted a findings review and data analysis of their survey and other public databases towards the development of their policy brief.
- Board members were drawn to the idea of further collaborating with the CACFS and other YAB on drafting and designing something related to AB 2711.
- Board members also floated the idea of being able to tie in substance use and juvenile justice findings into their brief.
- BM Radha mentioned that they have a connection with Saran, who created a policy brief on Juvenile Justice and maybe we could collaborate with them.

6:38 Member Update

- Action Item: Vote to approve the 'transition outline' as a guideline and potential timeline for the board to conduct work alongside PRO and Wind Youth during the transition phase from provider to provider.

Yes	No	Abstain
7	0	0

- Action Item: Vote to approve the formation of the 'Listening Session' Ad Hoc whose main duties will be to plan and implement key logistics and administrative oversight to the upcoming listening session. Board members chosen for ad hoc include: Kiara, Clara, Cloud.

Yes	No	Abstain
7	0	0

6:50 pm Meeting Adjourned

Youth Advisory Board Bylaws

Adopted by the Youth Advisory Board on January 7th, 2025.

ARTICLE I

The name of this Board shall be the Sacramento County Behavioral Health Youth Advisory Board.

ARTICLE II—Authority

The Youth Advisory Board is established by Chapter 2.170 of the Sacramento County Code.

ARTICLE III—Responsibilities

The responsibilities of this Board are mandated in the Sacramento County Code, Section 2.170.080.

The Behavioral Health Youth Advisory Board shall do all of the following:

1. Recommend and advocate for youth-led policy, practices, and programs to improve behavioral health and wellness outcomes to the Department of Health Services and to the County Board of Supervisors.
2. Provide feedback and input to the public agencies, committees, coalitions, regarding policies, practices, and programs, that directly or indirectly impact youth behavioral health and wellbeing.
3. Engage other youth in Board work; such as open meetings, youth input on the Advisory agenda, and work groups open to other youth.
4. Strengthen Board members' skills and knowledge around understanding behavioral health and wellbeing, the systems that support this, and individual skills and tools to lead, implement, and drive systems of change effectively.
5. Nothing in this part shall be construed to limit the ability of the governing body to transfer additional duties or authority to the Behavioral Health Youth Advisory Board.

ARTICLE IV—Membership

The membership of this Board and the qualifications of such members shall be as provided Chapter 2.170 of the Sacramento County Code.

Section 1

The Behavioral Health Youth Advisory Board shall consist of 10 members who are appointed by the Sacramento County Board of Supervisors to serve. Nothing in this section shall be construed to limit the ability of the County Board of Supervisors to increase the number of members above 10. The Behavioral Health Youth Advisory Board should reflect the diversity of the community in each County district.

Section 2

Two youth members between the ages of fourteen to twenty-four are to be appointed from each County Supervisory District by the Board of Supervisors for a total of ten members.

Section 3

The term of office for the board members shall be two years, provided that when the first ten members are appointed, five shall serve one year and five shall serve two years. The advisory board shall equitably stagger the appointments so that approximately one half of the appointments expire in each year, ending December 31st. *Determination of the length of terms of the initial members of the advisory board shall be by lot, or any other method the advisory board may agree.*

Section 4

Within sixty days or as soon as possible thereafter, from the first meeting of the members of the Board, members shall meet/and organize by electing a Chairperson, Vice Chairperson, and Secretary who shall hold office for one calendar year. The Board member elected as Chair shall be a liaison for the youth advisory board and is required to meet monthly for agenda organization. In the event that the Chairperson is unable to be a liaison, the Vice Chairperson shall take place.

Section 5

The Board is expected to hold regular meetings monthly, at a time and place selected by majority vote of the entire membership, with additional meetings as determined by the members.

Section 6

Youth Advisory Board members shall be expected to dedicate at most eight hours a month to board duties. Members must be prepared to conduct outside work for the board, such as: listening into partner meetings, interacting with other boards and supporters, creating reports to present to at board meetings, conducting interviews, participating in personal development, work group meetings and other board-related activities that may arise.

Section 7

A member who is absent and unexcused from five (5) General Board meetings in any twelve-month period shall be deemed to have automatically resigned from the Board. The position of any member who fails to attend, in succession, three or more regular meetings, without the approval of the majority of the members of the Board, shall automatically become vacant. In such an event, the members' status will be noted at the next scheduled Board meeting and shall be recorded in the Board's minutes. The Chairperson shall, without further direction from the Board, apprise the Board of Supervisors of the member's resignation and request the appointment of a replacement.

Participation in board meetings via teleconference or other virtual means shall be considered equivalent to in-person attendance. There shall be no restriction on the number of meetings a member may attend through teleconference, ensuring flexibility and inclusivity for all members. Participation or representation by artificial intelligence (AI) systems shall not be recognized as valid attendance for the purposes of board meetings or decision-making. Attendance must be fulfilled by human members to ensure accountability and active engagement."

Excused absences entail: school, religious, health, and family matters; so long as the board member informs the Chair and YAB staff at least 24 hours before meeting.

Section 8

The Chairperson may grant a Board member a leave of absence, not to exceed four (4) consecutive General monthly Board meetings. A leave of absence may only be granted when the affected board member requests it. To grant such leave, the Chairperson shall announce it at a Board meeting. The leave may become effective at the meeting at which it is announced. The leave waives the limitation of absences stated in Section 7 of this article.

Section 9

No member shall serve more than two (2) consecutive two-year appointments with the exception that if a member has been appointed to a partial term of one and one-half years or less, he/she may then be appointed to two full two-year terms. As of the date of adoption of these bylaws, any member serving a second two-year appointment shall be terminated at the end of that period of service and a new appointment shall be made. When one year has elapsed following a former member's service on the Board, of whatever duration that service was, he/she again becomes eligible for appointment.

ARTICLE V – Associate Membership Section 1

The Board may have appointed up to 5 associate members, between the ages of fourteen and twenty- six years to ensure equity in the prospects. These associates will have no voting privileges, but will have the right to participate in all other matters of the Board, with the exception of training conducted in areas outside the County. Nothing in this part shall be construed to limit the ability of the governing body to amend the number of associate members dedicated to the Behavioral Health Youth Advisory Board.

ARTICLE VI —Meetings Section 1

The General Board meetings of this Board shall be held at least once a month, at a consistent hour, day, and place as determined by the Board. The board may reconvene to adjust meeting recurrences to suit their needs. Public notification of the regular meetings shall be sent at least seventy-two (72) hours prior to the meeting.

Section 2

In addition to the General meetings of this Board, there shall be a monthly Executive Committee meeting to set the agenda for the next General meeting. These Executive Committee meetings shall be held at an hour, day, and place as determined by the Chair of the Board. The Executive Committee shall perform the functions described in Article VIII, Section 1.

Section 3

Special meetings may be held by the Chairperson or a majority of the Board members. Public notification of special meetings shall be sent at least seventy-two (72) hours in advance of the meeting.

Section 4

All Board and committee meetings shall be open to the public and subject to The Brown Act (Government Code section 54950) except ad hoc or special committees, comprised of less than a majority of the Board members, established for a limited duration, to perform a specific function, shall be exempt from the requirements of the Brown Act.

ARTICLE VII —Officers Section 1

The officers of the Board shall be a Chairperson, Vice Chairperson and a Secretary. In the absence of all officers, the Chairperson will designate an acting Chairperson.

Section 2

At the General November meeting, the Board shall elect members to these three offices by majority vote. Nominations shall be made from the floor, self-nomination acceptable. Nominees have the right to testimony before the board. Pre-existing skills are not required to be eligible for officer positions. The term of office is to begin the second meeting of the calendar year.

Section 3

The officers shall be elected to serve for one (1) calendar year or until their successors are selected.

Section 4

Officers may be removed from office by a majority vote of the Board membership. Removal of officers will be held during the general meeting. Removed officers retain the right to know why they are being excused; therefore, requiring the board to present claims for removal. Any member who involuntarily loses their officer status shall not be eligible to hold another officer position. However, removed officers may remain on the board, provided no further violations of their term are identified.

In the event the board membership falls to five (5) members or fewer, a removed officer may apply for another officer role. Such reappointment shall require the member to develop and present a detailed 'Growth Plan,' which must be formally reviewed and discussed during a board meeting prior to consideration for the new role.

Section 5

Vacancies occurring in officer positions (Chair, Vice Chair, and Secretary) between elections shall be filled by the Board at its next meeting.

Section 6

The Chairperson of the Board's duties include, but are not limited to,

Consult with the local behavioral health director and supporters

Approve agenda topics

Assist in drafting of meeting agendas

Advise YAB staff on training material

Preside at Board meetings

Assist YAB staff in reminding board members of outreach activities

Assist YAB in organizing & hosting General meetings

Conduct other Board business as may be indicated

The Vice Chairperson of the Board's duties include, but are not limited to,

Preside at such meetings in the absence of the Chairperson

Arrange group bonding activities and ice-breakers

Assist in drafting of meeting agendas

Assist YAB staff with attendance record

Research additional training material interests

Advise YAB staff on training material

Lead recruitment of associate members for outreach activities

Provide additional support to the Board as may be indicated

The Secretary duties include, but are not limited to,

Preside at such meetings in the absence of the Chairperson and Vice Chairperson

Lead in taking meeting minutes

Recruit associate members for outreach activities

Assist YAB staff with survey development

Provide insight to BHYAB Newsletter

Assist in media outreach and advertisement of board activities

Provide additional support to the Board as may be indicated

Section 7

The Officers of the Board may be expected to commit additional hours, aside from their membership. Those additional hours may not exceed: two hours.

ARTICLE VIII —Parliamentarian

Minutes will be kept by either the Behavioral Health Advisory Board adult allies, CBO staff, or YAB staff, or a combination thereof. The Secretary has the right to participate in the keeping of minutes, as they choose.

ARTICLE IX —Agenda

The Chair shall establish the agenda for General meetings. The Board may submit topics items to the Chair for review. The Chair may consult the Director of Behavioral Health Services, and other supporters, in regards to the agenda.

ARTICLE X – Miscellaneous Section 1

The meetings of this Board shall be conducted in accordance with Robert's Rules of Order, Revised.

Section 2

Quorum: One (1) person more than one-half of the appointed members shall constitute a quorum.

Section 3

Amendments: These bylaws may be amended at any meeting of the Board by a majority vote of the full membership, provided that copies of the proposed amendments are sent to all members of the Board at least five (5) days prior to the meeting at which such action is taken.

Section 4

Effective Date: These bylaws shall become effective immediately upon their adoption by the Behavioral Health Youth Advisory Board.

Section 5

Temporary Reassignment of Duties: Board members may voluntarily assume the duties, responsibilities, or tasks of another board member, provided the reassignment is agreed upon by the board member taking on the additional responsibility. Such arrangements must be communicated in writing to YAB staff to ensure proper documentation and oversight. This reassignment shall not absolve the original board member of accountability for their role unless otherwise determined by the board.