

BY-LAWS
MATERNAL, CHILD, AND ADOLESCENT HEALTH
ADVISORY BOARD
Sacramento County

1. **PURPOSE.** Health and Safety Code Section 321.7 establishes local Maternal, Child, and Adolescent Health Advisory Boards. “MCAH Advisory Board” means the Maternal, Child, Adolescent Health Advisory Board established in Sacramento County by Section 321.7. The stated legislative intent in establishing the MCAH Advisory Board is to improve coordination and to promote an integrated health system serving mothers and children. The MCAH Advisory Board’s role will be to advise the Board of Supervisors and the Health Department on local programs and services affecting the health of mothers, children, and adolescents. The MCAH Advisory Board supersedes and incorporates the previously existing Child Health and Disability Prevention Program Advisory Board.

2. **RESPONSIBILITIES AND DUTIES.** The MCAH Advisory Board shall have all of the following powers, duties, and responsibilities:

 (a) Review the community’s maternal, child, and adolescent health needs and the adequacy of health care services, programs, providers, and facilities to meet those needs.

 (b) Review and comment during the development and adoption of the required annual local maternal and child health services plan¹. The plan should address strategies for coordinating and integrating local maternal, child, and adolescent health programs and planning processes.

¹ The CHDP Program annual plan is also reviewed; it is no longer a part of the MCAH annual plan.

(c) Advise the Board of Supervisors and the County Health Officer on methods of integration at the local level of categorical programs, affecting the health of mothers and children, including, but not limited to:

(1) Proposing specific models, including funding levels, which integrate maternal and child health services at the local level which are consistent with state guidelines and the local maternal and child health plan.

(2) Disseminating information on and recommending uses of block grant funding or other innovative financing methods which may be made available to the local jurisdiction.

(3) Monitoring and evaluating model integrated delivery systems as to outcome and cost effectiveness, and recommending termination or continuation of such models based on such review.

(d) Review local health statistics and program data to assess improvement in the overall health status of mothers and children.

(e) Provide formal written input on local maternal, child and adolescent health services and needs to the local health planning agencies for inclusion in plans for health services and local proposed use of public funds.

(f) Represent the concerns of consumers and local service providers in their relationship with the California Department of Public Health.

(g) Serve as a catalyst for policy development by the State Maternal, Child and Adolescent Advisory Board to assure that state policy reflects local needs.

(h) Review and comment to the Board of Supervisors on local implications of reports, recommendations and actions of the state board. Local individuals and organizations may respond to the actions of the MCAH Advisory Board by submitting written comments to the Board of Supervisors and the County Health Officer.

(i) Perform such other duties relating to maternal and child health which may be delegated to it by the Board of Supervisors.

(j) The relationship of the MCAH Advisory Board to the Sacramento County Public Health Advisory Board shall be substantially the same as the relationship of the previously existing Child Health and Disability Prevention Advisory Program Board was to the Public Health Advisory Board. All of the foregoing duties and responsibilities of the MCAH Advisory Board shall be performed in substantially the same manner as the duties of the previously existing Child Health and Disability Prevention Program Advisory Board were performed. Recommendations from the MCAH Advisory Board will go directly to the Board of Supervisors or Department of Health and Human Services Director.

3. **MEMBERSHIP.** The MCAH Advisory Board shall consist of 19 members who are appointed by the Board of Supervisors. Members appointed from the groups designated in subdivisions (a) and (b) of this Section must reside or work within the County of Sacramento. All other members must reside within the County of Sacramento. Recommendations will be sought from professional organizations such as the Sierra Sacramento Valley Medical Association, the Sacramento District Dental Society, the Sacramento Valley Pharmacist Association, Child Action and other relevant professional organizations. The members shall be appointed in the following manner:

(a) Three physician representatives:

One pediatrician;
One family or general practitioner;
One obstetrician-gynecologist.

(b) Seven health professionals, to include:

One school nurse;
One public health nurse;
One dentist;
One mental health representative;
Three non-specified members, such as: pharmacist, hospital representative, or dietician.

(c) Five consumer/parent members:

One parent representative from an organization which serves children;
(Rev. Res. # 95-0764, 6/9/95);
One adolescent member or parent of an adolescent;
(Rev. Res. #98-1267, 10/20/98);
One parent of a child with a developmental disability;
One parent of a child enrolled in a Headstart Program;
One non-specified parent member.

(d) One County Office of Education representative.

(e) One Child Advocacy Group representative: to be selected from names recommended by Child Action.

(f) Two non-specified members from community organizations that work with mothers and children in a health related capacity.

- (g) The membership of the MCAH Advisory Board shall reflect the demographic and ethnic characteristics of the geographic area served.

4. **TERMS OF OFFICE.** Each member of the MCAH Advisory Board shall have a term of three years; provided, however, that six of the initial members shall serve for two years, and six of the initial members shall serve for one year to establish staggered terms of office. The term of each of the 19 initially appointed members shall be determined by lot conducted after all 19 have been appointed. Each member shall serve at the pleasure of the Board of Supervisors. Each member may be removed during the member's term at the will of the Board of Supervisors.

5. **COUNTY HEALTH OFFICER.** The County Health Officer or his/her designated representative shall attend MCAH Advisory Board meetings as a non-voting member and shall provide such information and assistance to the MCAH Advisory Board as is appropriate to enable it to carry out its duties.

6. **ELECTION OF OFFICERS.** The MCAH Advisory Board shall at its first meeting elect a president, vice president, and secretary, each of whom will serve for one year, subject to removal and replacement by a vote of not less than 8 members in favor of such action.

7. **COMPENSATION-EXPENSES.** Members of the advisory board shall serve without compensation and shall not be authorized to engage in any activity which is a basis for reimbursement for expenses, without the prior approval of the Health Officer and the Board of Supervisors.

8. **DECISIONS-ACTIONS.** A quorum shall consist of eight (8) seated members. No decision or action of the MCAH Advisory Board shall be effective unless a majority of those present, but in no event less than eight seated members vote in favor thereof. If less than a quorum of members is present at any meeting, the members present may meet as a committee for

the purpose of acting by majority vote or recommendations to be made at a subsequent meeting of the MCAH Advisory Board attended by the quorum of members.

9. **LIAISONS: DEPARTMENT OF SOCIAL SERVICES.** The Department of Social Services shall designate a representative to attend MCAH Advisory Board meetings as a non-voting member and shall provide such information and assistance to the MCAH Advisory Board as is appropriate to enable it to carry out its duties.

10.. **OPEN MEETINGS.** All board meetings shall be held in accordance with the open meeting requirements contained in the provisions of the Government Code commencing with Section 54950.