



## Behavioral Health Commission

### Executive Committee Minutes

February 7, 2024

College of San Mateo, 1700 Hillsdale Blvd, Building 18, Room 206, San Mateo

**ATTENDEES:** Chris Rasmussen, Jean Perry, Leticia Bido, Yoko Ng, Paul Nichols, Sheila Brar, Michael Lim, Frieda Edgette, Chantae Rochester

**ABSENT:** Candice Hawley

Agenda Item	Discussion	Required Action
March Agenda	Mental Health Services Act Annual Update and the Communications Workgroup Report will be presented by Doris Estremera.	None.
Suicide Prevention Committee	<ul style="list-style-type: none"> <li>• It was previously discussed to have the Suicide Prevention Committee as a Standing Committee of the Commission.</li> <li>• Sheila Brar will discuss with Sylvia.</li> <li>• This change would require the committee to follow the Brown Act rules.</li> </ul>	We will revisit at the next Executive Committee meeting.
Standing Committee Reports	<ul style="list-style-type: none"> <li>• It has been suggested to have the Standing Committee Reports submitted as written reports during the meeting.</li> <li>• Urgent items would be reported on during the commission meeting.</li> <li>• The Older Adult Committee would need to change their meeting day/time to</li> </ul>	<p>We will revisit at the next Executive Committee Meeting.</p> <p>Jean Perry will discuss with</p>

	accommodate this change.	the Older Adult Committee.
Annual Reports	The Standing Committee Annual Reports are due in March.	Chantae will send the template by end of February.
Quality Improvement Committee (QIC)	<ul style="list-style-type: none"> <li>• Currently Jean Perry and Michael Lim attend the QIC meeting.</li> <li>• They will report back to the Commission when they have meetings.</li> <li>• Would be nice for other Commissioners to attend the meetings.</li> </ul>	None.
New Members	<ul style="list-style-type: none"> <li>• Create a checklist for new members.</li> <li>• Set them up with a mentor.</li> <li>• Remind/encourage new members they are required to participate in other committees (Standing Committees, Ad Hoc, etc.)</li> </ul>	Revisit at the April Executive Committee Meeting.