

**MENTAL HEALTH & SUBSTANCE ABUSE  
RECOVERY COMMISSION  
EXECUTIVE COMMITTEE MINUTES**

**DATE:** February 16, 2016

**PLACE:** 225 37<sup>th</sup> Avenue, Steve's Office, San Mateo

**TIME:** 3:30 p.m.

**PRESENT:** Judy Schutzman, Betty Savin, Edmund Bridges, Stephen Kaplan, Chantae Rochester

**ABSENT:** Wanda Thompson

<b>ISSUE</b>	<b>DISCUSSION</b>	<b>ACTION NEEDED</b>
<b>Agenda</b>	We will hear from the Department of Housing as part II of our report on housing.	None
<b>Commissions and Committees Guidelines</b>	The committee reviewed the document produced by the Lived Experience Academy on how to support those who want to be members on Boards and Commissions.	None.
<b>Annual Report</b>	Judy will send the past reports and the information collected for this years' report to Edmund. Edmund will complete the Annual Report for submission to the Board of Supervisors.	None.
		None.