



SAN MATEO COUNTY HEALTH  
**BEHAVIORAL HEALTH  
& RECOVERY SERVICES**

**BEHAVIORAL HEALTH COMMISSION (BHC)  
ANNUAL RETREAT**

Saturday, January 24, 2026 / 10:00 a.m. – 4:00 p.m.

Location: 2000 Alameda de las Pulgas – Atrium, San Mateo CA, 94403

Facilitator: Doris Estremera

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**PURPOSE:**

- Get to know each other
- Develop 2026 action plan

**OBJECTIVES:**

1. Understand commission attendance and participation requirements
2. Learn about the standing committees, ad-hoc, other meeting and leadership opportunities available
3. Identify 2026 goals and develop an action plan

**PRE-WORK FOR COMMISSIONERS:**

- All Commissioners: Get to Know You + Accomplishments – SurveyMonkey
- Committee Chairpersons: Confirm committee description, leadership opportunities and meeting date/time. Prepare to present “elevator pitch”

# AGENDA

Item	Time
<b>Check-In</b>	9:45 a.m. – 10:00 a.m.
<b>1. Welcome &amp; Logistics</b> - Jean, Leti, Yoko <ul style="list-style-type: none"> <li>a. Roll Call</li> <li>b. Agenda Review and Approval</li> <li>c. Facilitator Introduction</li> <li>- Meeting Purpose, Objectives and Group Agreements - Doris</li> </ul>	10:00 a.m. – 10:15 a.m.
<b>2. General Public Comment</b> - Leti	10:15 a.m. – 10:25 a.m.
<b>3. Introductions</b> (2 min each) - All <ul style="list-style-type: none"> <li>a. Name, Pronouns, Commission Seat, Affiliation(s) or Representation(s)</li> <li>b. Ice-Breaker: <i>1 word that best describes how you feel this morning and 1 word that best captures what you hope to get out of today?</i></li> </ul>	10:25 a.m. – 11:00 a.m.
<b>4. BHRS Transformation Deep Dive</b> – Dr. Jei Africa	11:00 a.m. – 11:30 a.m.
<b>5. BREAK - Group Photo</b> - Kristie	11:30 a.m. – 11:45 a.m.
<b>6. Commission Business</b> - Doris <ul style="list-style-type: none"> <li>a. Purpose of BHC</li> <li>b. Brown Act and Bylaws - attendance, expectations</li> <li>c. BHC Calendar</li> </ul>	11:45 a.m. – 12:05 p.m.
<b>7. Standing Committees</b> – Chairpersons <ul style="list-style-type: none"> <li>a. Elevator pitch of each committee (3 sentence max) including leadership opportunities</li> <li>b. Liaison opportunities: CALBHBC, Suicide Prevention Committee, Ad-hoc Committees</li> </ul>	12:05 p.m. -12:25 p.m.



# AGENDA

<b>8. Working Lunch</b> <ul style="list-style-type: none"><li>a. Gallery Walk – Getting to Know Each Other &amp; 2025 Accomplishments (25 min)</li><li>b. 2026 Goals – Individual Brainstorm (20 min)</li></ul>	12:25 p.m. - 1:10 p.m.
<b>9. 2026 Goals</b> <ul style="list-style-type: none"><li>a. 4 groups: prioritize top 1-2 goals for 2026 (20 min)</li><li>b. Report out (10 min)</li><li>c. Prioritization: sticky dots to select your top 2 goals for the commission (10 min)</li><li>d. Owners – committee structure (10min)</li></ul>	1:10 p.m. – 2:00 p.m.
<b>10. 2026 Action Plan – Part 1</b> <ul style="list-style-type: none"><li>a. Action Plan template (5 min)</li><li>b. 4 group, 2 goals – identify milestones (20 min)</li><li>c. Report out (25 min)</li></ul>	2:00 p.m. – 2:50 p.m.
<b>11. STRETCH BREAK</b>	2:50 p.m. – 3:05 p.m.
<b>12. 2026 Action Plan – Part 2</b> <ul style="list-style-type: none"><li>a. 4 groups, 1-2 milestones – identify activities, deadlines, and supports needed (30 min)<ul style="list-style-type: none"><li>- Action Plan</li><li>- BHC Calendar</li></ul></li><li>b. Report out (15 min)</li></ul>	3:05 p.m.- 3:50 p.m.
<b>13. Next Steps</b>	3:50 p.m. – 4:00 p.m.
<b>Adjourn</b>	

