

Draft Revisions to the January 2020 Proposed Amendments to the Rules of Procedure

In response to public comment staff recommends the following changes to the proposed amendments. The proposed revisions are shown in underlined text for added language and strikethrough for deleted language.

- **Governance Philosophy**

Add the following language to the governance philosophy to read:

“Integrity and sound stewardship in adherence to the Commission’s Mission, Vision, and Core Principles are paramount in the governance of all Commission activities. The Commission will govern itself with an emphasis on the following:

- a.) Collaborating with clients, their families, and underserved communities
- b.) Advancing health equity and strategies to eliminate disparities
- c.) Promoting mental wellness and supporting recovery and resiliency
- d.) Advancing an objective understanding and incorporating diverse viewpoints
- e.) Making decisions in a transparent, responsive and timely manner
- f.) Striving to improve results and outcomes
- g.) Elevating a transformative vision and strategic leadership
- h.) Working collaboratively to drive system-scale improvements
- i.) Being proactive

- **Rule 1.7 ~~Training and Orientation of Commissioners~~ Commissioner Orientation**

Change the title of Rule 1.7 to “Commissioner Orientation” and revise paragraph A to read:

- A. “New Commissioners shall within 30 days of being appointed receive orientation in: (1) Commission governance, policies and procedures, including the Commission’s Strategic Plan, Mission Statement, Vision Statement, Core Principles, and governance philosophy; (2) Commission strategic directives; (3) Mental Health Services Act (MHSA) programs and issues, including the principles of recovery, consumer and family-driven decision-making, community collaboration, meaningful stakeholder outreach and engagement, cultural competence and the imperative to reduce disparities; and (4) relevant laws and statutes.”

- **Rule 2.1 Duties of the Executive Director**

Revise paragraph B to read:

- B. “The Executive Director represents the Commission and advances its goals by working with California’s constitutional officers, federal, state, and local agencies, national and international organizations, private sector leaders, and other stakeholders, including but not limited to, consumers, families, and representatives of diverse communities.”

- **Rule 2.4 Contract Authority**

Add a new paragraph C to read:

- C. The Executive Director shall ensure that information on all contracts that the Commission has entered into, including contracts under this Rule 2.4, is included in the Commission's publicly reported budget information.

- **Rule 2.5 Authority to advocate on Legislation**

Keep the original language of paragraph B (2) which was proposed to be revised in January and revise paragraph B to read:

- B. The Executive Director, or the Executive Director's designee, is authorized on behalf of the Commission to advocate on legislation: (1) when the legislation advances a formally established position of the Commission; (2) at the direction of the Chair and when the legislation furthers the interest of the Commission; or (3) after full discussion with and at the direction from the full Commission.

- **Rule 4.4 Agenda Items**

Keep the following original paragraph that was proposed to be deleted in January:

Staff prepares briefing materials on each agenda item and provides Commissioners with those materials in advance of the meeting. These materials provide Commissioners with a detailed description of a proposed course of action, background information, fiscal impact, the pros and cons of taking the action, and similar information for alternative actions.

- **Rule 4.11 Quorum**

Revise paragraph A to read:

- A. A simple majority of the Commission's statutory membership shall constitute a quorum for the transaction of business. The Commission's statutory membership is 16 members making nine members a quorum. When a quorum is present, a simple majority of those present and voting may act to bind the Commission.
- B. A meeting at which a quorum is initially present may continue, notwithstanding the withdrawal of Commissioners and the absence of a quorum. The only action that may be taken in the absence of a quorum is to fix the time to adjourn, recess, or take measures to obtain a quorum.

- **Rule 4.12 Voting**

Revise paragraph D and add new paragraphs E and F to read:

- D. Prior to voting on a policy project report, the Commission shall consider the report in at least one meeting prior to the meeting at which the motion to approve is considered. ~~This requirement shall not apply if the report was previously discussed in a public meeting of a Commission subcommittee and the subcommittee recommended Commission adoption of the report.~~

- E. Approval of a policy project report by a subcommittee of the Commission constitutes the “first reading” of a policy project report.
- F. The Commission may determine that the timely release of a policy project report is in the public interest and may vote to suspend this rule in order to approve a policy report in a single meeting.

- **Rule 5.1 Public Outreach and Engagement**

Revise the section to add the following language to read:

The Commission ~~seeks~~ is committed to ensure the perspective and participation of diverse community members – those with lived experiences and their family members, community and advocacy organizations, county behavioral health agencies - and others with mental health challenges and their families are a significant factor in the Commission’s understanding, actions, decisions and recommendations. The Commission ensures broad and inclusive community outreach and engagement through the following actions and other opportunities that may be identified going forward:

- Public hearings meetings that have with open, informed, and transparent deliberation
- Committee and subcommittee meetings that hear from community members and other subject matter experts to develop a shared understanding of the challenges and opportunities of topics specified by the Commission
- Community forums that are organized to highlight and understand topics specified by the Commission and of concern to the community
- Small group listening sessions to hear from individuals with lived experience on sensitive topics
- Site visits that are organized to acquire first-hand knowledge and understanding of the challenges of specific topics and the existing efforts to address those challenges
- Convening advisory bodies with expertise on topics specified by the Commission
- Meetings with community-based organizations and local leaders
- Use of surveys

- **Rule 6.1 Committee/Subcommittee/Other Multi-member Body Structure**

Rewrite paragraph A.2 to read:

A.2 Each committee should have a maximum of 15 members. The committee chair and vice chair select committee members who have the desired expertise and experiences to advance the committee’s goals. Committee members serve a one-year term unless that term is extended by the appointing authority. Each committee should include at least two consumers, two family members or care givers of consumers, and two experts on reducing disparities. The Commission shall strive to ensure committee membership reflects the demographic diversity, including race, ethnicity, sexual orientation, and gender identity of California; the geographic diversity of California; and includes members with lived experience with mental health and/or the mental health system of care.