



*The Contra Costa County Mental Health Commission has a dual mission: 1) To influence the County's Mental Health System to ensure the delivery of quality services which are effective, efficient, culturally relevant and responsive to the needs and desires of the clients it serves with dignity and respect; and 2) to be the advocate with the Board of Supervisors, the Mental Health Division, and the community on behalf of all Contra Costa County residents who are in need of mental health services.*

**BYLAWS TASK FORCE MEETING  
June 17, 2014 ♦ 2:00 pm-4:00 pm  
Mental Health Administration Building  
1340 Arnold Drive, Ste. 112, Martinez (Downstairs Conference Room)**

**AGENDA**

*The Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Executive Assistant at least 48 hrs. prior to the meeting at 925-957-5140.*

- 1. 2:00 Call to Order/Introductions of Attendees – Welcome Everyone**
- 2. 2:05 Public Comment/ Commissioner's Comments**  
Members of the public may comment on any item of public interest within the jurisdiction of the Mental Health Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the Agenda, only a brief response for purposes of clarification may be given. No discussion or action on the item may occur. Time will be provided for Public Comment on items on the posted Agenda as they occur during the meeting.  
Members of the Commission may comment on any item of interest within the jurisdiction of the Mental Health Commission. Only a brief response for purposes of clarification may be given. No discussion or action on the item may occur.
- 3. 2:10 Approval of Minutes from September 5, 2013. *Action Item***
- 4. 2:15 OUTLINE OF COUNTY COUNSEL REVIEW 5/15/14 *Action Item***

<b>Article</b>	<b>Section</b>
Article I, Name of Organization	Section 1: Name of Organization
Article II, Definitions	Section 1: Definitions
Article III, General Provisions	Section 1: Authority Section 2: Mandated Roles and Responsibilities
Article IV, Membership	Section 1: Membership Section 2: Attendance



	<p>Section 3: Terms</p> <p>Section 4: Vacancies and Recruitment</p>
<p>Article V, Meetings</p>	<p>Section 1: Regular Meetings</p> <p>Section 2: Order of Business</p> <p>Section 3: Quorum</p> <p>Section 4: Closed Session</p> <p>Section 5: Special Meetings</p> <p>Section 6: Open Meetings</p> <p>Section 7: Decisions and Actions of the Commission</p> <p>Section 8: Addressing the Commission</p>
<p>Article VI, Nomination Election and Removal of Officers</p>	<p>Section 1: Nomination of Officers and Executive Committee Members</p> <p>Section 2: Election</p> <p>Section 3: Terms of Office</p> <p>Section 4: Removal of Officer</p>
<p>Article VII, Duties of Officers</p>	<p>Section 1: Duties of Chairperson</p> <p>Section 2: Duties of the Vice Chairperson</p> <p>Section 3: Temporary Chairperson</p>
<p>Article VIII. Committees</p>	<p>Section 1: Creation of Committees</p> <p>Section 2: Standing Committees</p> <p>Section 3: Executive Committee</p> <p>Section 4: Task Forces</p> <p>Section 5: Ad Hoc Committees</p> <p>Section 6: Commission Representative</p>
<p>Article IX. Commission/ Mental Health Division Relationship</p>	<p>Section 1: Staff Support</p> <p>Section 2: Staff Attendance at Meetings</p> <p>Section 3: Actions</p>
<p>Article X. ByLaw Amendments</p>	<p>Section 1: Amendments</p>

**5. 3:50 Next Steps – Discussion**

*Possible Action Item*

**6. 4:00 Adjourn Meeting**