



## Behavioral Health Advisory Board (BHAB) Executive Committee Meeting Minutes

---

**Date:** August 1, 2024

**Time:** 1:00-2:00 p.m.

**Place:** County Administration Center – 1600 Pacific Hwy, San Diego CA 92101

**Virtual Option:** <https://sdcounty-ca-gov.zoom.us/j/81224165499?pwd=enjAMg9jG8Q9vrb5TeTFT0MtaUT4ma.1>

**Meeting ID:** 812 2416 5499

**Passcode:** 155480

---

### AGENDA ITEMS

#### I. Call to Order

Meeting called to order by Robin Sales at 1:01 p.m. Executive Committee members present: Robin Sales, Chair; Serita Polinaire, 1<sup>st</sup> Vice Chair (Teleconference); Judith Yates, 2<sup>nd</sup> Vice Chair; Janice Luna-Reynoso, Member-at-Large. Behavioral Health Services (BHS) staff present: Luke Bergmann, Director; Dania Barroso-Conde, Program Coordinator; and Maria Molina-Melendez, Behavioral Health Advisory Board Coordinator.

#### II. Approval of the Meeting Minutes from July 18, 2024

ON MOTION of Judith Yates, seconded by Janice Luna-Reynoso, the Executive Committee approved the minutes of July 18, 2024, as written:

AYES: 3 NAYS: 0 ABSTENTIONS: 0

#### III. Non-Agenda Public Comment

No non-agenda public comments.

#### IV. CARE Act Convening Update

The previous CARE Act convening took place in May 2024. Attendees provided updates on the CARE Act program and identified ongoing issues for resolution. Discussion also focused on optimizing the implementation of the CARE Act program. The next CARE Act convening is anticipated to occur in September 2024.

#### V. Directors Update

Luke Bergmann, BHS Director will be providing his updates at the BHAB general meeting, occurring right after this meeting from 2:30 p.m. to 5:00 p.m.

## **VI. Review BHAB Planning Calendar**

BHAB Executive Officers reviewed and discussed the BHAB planning calendar for September 2024 through November 2024. The following points were recommended:

### **September:**

- Consent Calendar: Acceptance of BHBH Round 3 Grant Funds
- Discussion Item: BHAB Annual Retreat Agenda
- Tentative Information Item: SUD Updates
- Tentative Information Item: 1st Trimester BHS Budget Cycle
- Action Item: Chair Appoints Nominating Committee

### **October:**

- Tentative Action Item: BHS Procurement and Contract Extensions Board Letter
- Tentative Presentation: Insight from Youth/TAY Regarding Participating on Advisory Boards
- Informational Item: Presenting the 2025 Slate of Officers
- Annual BHAB Retreat

### **November:**

- Consent Calendar: Acceptance of Prop 47 Grant Funds
- Action Item: Vote on the Slate of 2025 BHAB Officers
- Action Item: Data Notebook
- Annual BHAB Retreat
- Tentative Presentation: BHAB Clubhouse

## **VII. BHAB Governance in Assessing Board Member Participation**

The Executive Committee discussed measures to address attendance, rules, and member engagement. This matter will be presented in the Chair's Report at the next BHAB meeting. Potential solutions include communicating with members to remind them of their responsibilities and outlining the standard procedures before any further actions are considered.

## **VIII. BHAB Executive Committee Meeting Cadence**

The Executive Committee established a new BHAB Executive Committee meeting cadence. Starting in September, the Executive Committee meeting will be held the third Thursday of each month, with a 15-minute extension. Meetings will be held from 1:00 p.m.- 2:15 p.m. at the BHS administrative building.

## **IX. Meeting Adjournment**

ON MOTION of Robin Sales, the meeting adjourned at 1:59 p.m.