NOTICE OF MEETING ..... SPECIAL EXECUTIVE COMMITTEE MEETING
Monday, January 14, 2019
1380 Howard Street
MHB Office, Room 226
10:00 AM

AGENDA:

1.0 JANUARY 16TH BOARD MEETING LOGISTICS
For discussion
   2.1 Discussion of Retreat goals
   2.2 Discussion regarding presenting Retreat goals at the meeting.
   2.3 Public comment

2.0 CO-CHAIRS REPORT
For discussion
   2.1 Announcement: February teleconference with CALBHB/C Governing Board
   2.2 Data Notebook: Discussion regarding how the board will prepare the response to the
       Data Notebook due March 31, 2019.
       • The Data Report is a structured format for reviewing information and reporting on the
         mental health services of each county.
       • Local boards are required annually to review performance data for mental health
         services in their county and to report their findings each year to the California
         Behavioral Health Planning Council (CBHPC).
       • The Data Notebook is designed to
         o Assist local boards to meet their legal mandate
         o Serve as an educational resource on behavioral health data for local boards
         o Obtain opinion and thoughts of local MHB’s on specific topics
         o Identify unmet needs and make recommendations
       • 2019 Data Notebook focus: it is a survey about mental health services and needs in
         the counties to guide our advocacy in the coming year. It is asking for brief input on
         all ages: child, TAY, Adults and Older Adults as well as MHSA.
         o Suggested process: Request one – two board volunteer for each age group and
           MHSA and staff will arrange a meeting with the appropriate BHS staff
           member to discuss the needs and gaps, with board members providing their
           concerns.

   2.3 Annual Report
   • Purpose: Each SF board must submit an annual report by the end of the fiscal year.
City guidelines state that the report shall contain a general summary of the department’s services and programs presented in terms and format accessible to the average citizen and highlights achievements of the prior year.

Discussion regarding focus of the 2019 Annual Report and how and who will write it.

2.4 Public Comment

**ADJOURNMENT**

**DISABILITY ACCESS**

1. Rooms 226, 207, 424 and 515 are accessible to persons using wheelchairs and others with disabilities. Assistive listening devices, materials in other alternative formats, American Sign Language interpreters and other accommodations will be made available upon request. Osinachi Okakpu, MPH, Behavioral Health Services, 415-255-3493 or by email: osinachi.okakpu@sfdph.org. Providing at least 72 hours notice will help to ensure availability. To reach a TTY line, call (415) 255-3449. Large print copies of the agenda will be made available upon request; please call (415) 255-3474.

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Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Telephone: (415)554-7724
Fax: 4(15) 554-5163
E-mail: sotf@sfgov.org

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To view Mental Health Board agendas and minutes, you may visit the MHB web page at: [www.sfgov.org/mental_health](http://www.sfgov.org/mental_health). You may also go to the Government Information Center at the Main Library at Larkin and Grove in the Civic Center. You may also get copies of these documents through the MHB office at 255-3474.

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