

SAN FRANCISCO BEHAVIORAL HEALTH COMMISSION



**Mayor
London N. Breed**

1380 Howard Street, 2nd Floor
San Francisco, CA 94103
(415) 255-3474 fax: 255-3760
mhb@mhbsf.org
www.mhbsf.org
www.sfgov.org/mental_health

Bahlam Javier Vigil, Co-Chair
Stephen Banuelos, Co-Chair
Genesis Vasconez, MS, PMHNP-BC, Vice-Chair
Lisa Williams, Secretary
Terezia Bohrer, RN, MSW, CLNC
Judith Klain, MPH
Carletta Jackson-Lane, JD
Kescha S. Mason
Liza Murawski
Toni Parks
Harriette Stallworth Stevens, EdD
Lisa Wynn

AGENDA

**Behavioral Health Commission Annual Report Ad-Hoc Committee Meeting
Friday, August 26, 2022
3:00 PM – 4:00 PM**

REMOTE BHC MEETING ZOOM

San Francisco BHC Ad Hoc Annual Report Zoom Meeting

<https://us06web.zoom.us/j/84577957063?pwd=cE15MVBidjJPRiszblZFWXZXL3cxZz09>

Meeting ID: 845 7795 7063

Passcode: 911309

+16699006833,,84577957063#,,,,*911309# US (San Jose)

Dial by your location +1 669 900 6833 US (San Jose)

CALL TO ORDER

Roll Call

Agenda Changes

ITEM 1.0 COMMISSIONER'S REPORTS

1.1 Report from the Commission Co-Chair and the Executive Committee

1.1 a) The Co-Chairs will have the BHC Staff call attention to the updated remote meeting resolution California Government Code Section 54953(e) also known as AB361 which empowers local policy bodies to convene by teleconferencing technology during a proclaimed state of emergency under the State Emergency Services Act – see attached below **[Action Item]**

PUBLIC COMMENT

ITEM 2.0 REVIEW ANNUAL REPORT REQUIREMENTS

Co-Chairs will guide commissioners in work distribution regarding the 2021-2022 Annual Report

PUBLIC COMMENT

ITEM 3.0 ACTION ITEMS

Vote on time and frequency of meetings **[action item]**

PUBLIC COMMENT

3.1 Establish Ad Hoc Committee for the Annual Report: The BHC Annual Reports are due for 2021-2022 in September **[action item]**

3.2 Assignment of Section of Annual Report: confirm which commissioners are responsible for what portions of the annual report – see attached **[action item]**

3.3 Adopt the August 5, 2022 minutes [action item]

PUBLIC COMMENT

ITEM 4.0 NEW BUSINESS [Discussion only]

Suggestions for future agenda items to be referred to the Executive Committee and for future trainings and orientation of future Commissioners

PUBLIC COMMENT

ITEM 5.0 Final Public Comment

Adjournment

DISABILITY ACCESS

The ADA is a civil rights law that protects people with different types of disabilities from discrimination in all aspects of social life. More specifically, Title II of the ADA requires that all programs offered through the state and local government such as the City and County of San Francisco must be accessible and usable to people with disabilities. The ADA and City policy require that people with disabilities have equal access to all City services, activities, and benefits. People with disabilities must have an equal opportunity to participate in the programs and services offered through the City and County of San Francisco. If you believe your rights under the ADA are violated, contact the ADA Coordinator.

Ordinance 90-10 added Section 2A.22.3 to the Administrative Code, which adopted a Citywide Americans with Disabilities Act Reasonable Modification Policy that requires City departments to: (1) provide notice to the public of the right to request reasonable modification; (2) respond promptly to such requests; (3) provide appropriate auxiliary aids and services to people with disabilities to ensure effective communication; and (4) train staff to respond to requests from the public for reasonable modification, and that requires the Mayor's Office on Disability to provide technical assistance to City department responding to requests from the public for reasonable modifications.

Disability Accommodations: To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Commission Secretary at (415) 558-6309, or commissions.secretary@sfgov.org at least 72 hours in advance of the hearing to help ensure availability.

Language Assistance: To request an interpreter for a specific item during the hearing, please contact the Commission Secretary at (415) 558-6309, or commissions.secretary@sfgov.org at least 48 hours in advance of the hearing.

SPANISH: Agenda para la Comisión de Planificación. Si desea asistir a la audiencia, y quisiera obtener información en Español o solicitar un aparato para asistencia auditiva, llame al 415-558-6309. Por favor llame por lo menos 48 horas de anticipación a la audiencia.

CHINESE: 規劃委員會議程。聽證會上如需要語言協助或要求輔助設備，請致電415-558-6309。請在聽證會舉行之前的至少48個小時提出要求。

TAGALOG: Adyenda ng Komisyon ng Pagpapalano. Para sa tulong sa lengguwahe o para humiling ng Pantulong na Kagamitan para sa Pagdinig (headset), mangyari lamang na tumawag sa 415-558-6309. Mangyaring tumawag nang maaga (kung maaari ay 48 oras) bago sa araw ng Pagdinig.

RUSSIAN: Повестка дня Комиссии по планированию. За помощью переводчика или за вспомогательным слуховым устройством на время слушаний обращайтесь по номеру 415-558-6309. Запросы должны делаться минимум за 48 часов до начала слушания.

POLICY ON CELL PHONE, PAGERS, AND ELECTRONIC DEVICES

The ringing of and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact:

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: soft@sfgov.org

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request one from the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code from the internet at: www.sfgov.org/sunshine

To view Mental Health Board agendas and minutes, you may visit the MHB web page at: 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.

LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; website www.sfgov.org/ethics.

**BEHAVIORAL HEALTH COMMISSION
RESOLUTION MAKING FINDINGS TO ALLOW TELECONFERENCED
MEETINGS UNDER CALIFORNIA GOVERNMENT CODE SECTION
54953(e)**

WHEREAS, California Government Code Section 54953(e) empowers local policy bodies to convene by teleconferencing technology during a proclaimed state of emergency under the State Emergency Services Act so long as certain conditions are met; and

WHEREAS, In March, 2020, the Governor of the State of California proclaimed a state of emergency in California in connection with the Coronavirus Disease 2019 (“COVID-19”) pandemic, and that state of emergency remains in effect; and

WHEREAS, In February 25, 2020, the Mayor of the City and County of San Francisco (the “City”) declared a local emergency, and on March 6, 2020 the City’s Health Officer declared a local health emergency, and both those declarations also remain in effect; and

WHEREAS, On March 11 and March 23, 2020, the Mayor issued emergency orders suspending select provisions of local law, including sections of the City Charter, that restrict teleconferencing by members of policy bodies; those orders remain in effect, so City law currently allows policy bodies to meet remotely if they comply with restrictions in State law regarding teleconference meetings; and

WHEREAS, On September 16, 2021, the Governor signed AB 361, a bill that amends the Brown Act to allow local policy bodies to continue to meet by teleconferencing during a state of emergency without complying with restrictions in State law that would otherwise apply, provided that the policy bodies make certain findings at least once every 30 days; and

WHEREAS, While federal, State, and local health officials emphasize the critical importance of vaccination and consistent mask-wearing to prevent the spread of COVID-19, the City’s Health Officer has issued at least one order (Health Officer Order No. C19-07y, available online at www.sfdph.org/healthorders) and one directive (Health Officer Directive No. 2020-33i, available online at www.sfdph.org/directives) that continue to recommend measures to promote physical distancing and other social distancing measures, such as masking, in certain contexts; and

WHEREAS, The California Department of Industrial Relations Division of Occupational Safety and Health (“Cal/OSHA”) has promulgated Section 3205 of Title 8 of the California Code of Regulations, which requires most employers in California, including in the City, to train and instruct employees about measures that can decrease the spread of COVID-19, including physical distancing and other social distancing measures; and

WHEREAS, Without limiting any requirements under applicable federal, state, or local pandemic-related rules, orders, or directives, the City’s Department of Public Health, in coordination with the City’s Health Officer, has advised that for group gatherings indoors, such as meetings of boards and commissions, people can increase safety and greatly reduce risks to the health and safety of attendees from COVID-19 by maximizing ventilation, wearing well-fitting masks (as required by Health Officer Order No. C19-07), using physical distancing where the vaccination status of attendees is not known, and considering holding the meeting remotely if feasible, especially for long meetings, with any attendees with unknown vaccination status and where ventilation may not be optimal; and

WHEREAS, On July 31, 2020, the Mayor issued an emergency order that, with limited exceptions, prohibited policy bodies other than the Board of Supervisors and its committees from meeting in person under any circumstances, so as to ensure the safety of policy body members, City staff, and the public; and

WHEREAS, The Behavioral Health Commission has met remotely during the COVID-19 pandemic and can continue to do so in a manner that allows public participation and transparency while minimizing health risks to members, staff, and the public that would be present with in-person meetings while this emergency continues; now, therefore, be it

RESOLVED, That the Behavioral Health Commission finds as follows:

1. As described above, the State of California and the City remain in a state of emergency due to the COVID-19 pandemic. At this meeting, the Behavioral Health Commission has considered the circumstances of the state of emergency.
2. As described above, State and City officials continue to recommend measures to promote physical distancing and other social distancing measures, in some settings.
3. As described above, because of the COVID-19 pandemic, conducting meetings of this body and its committees in person would present imminent risks to the safety of attendees, and the state of emergency continues to

directly impact the ability of members to meet safely in person; and, be it

FURTHER RESOLVED, That for at least the next 30 days meetings of the Behavioral Health Commission and its committees will continue to occur exclusively by teleconferencing technology (and not by any in-person meetings or any other meetings with public access to the places where any policy body member is present for the meeting). Such meetings of the Behavioral Health Commission and its committees that occur by teleconferencing technology will provide an opportunity for members of the public to address this body and its committees and will otherwise occur in a manner that protects the statutory and constitutional rights of parties and the members of the public attending the meeting via teleconferencing; and, be it

FURTHER RESOLVED, That the staff of the Behavioral Health Commission is directed to place a resolution substantially similar to this resolution on the agenda of a future meeting of the Behavioral Health Commission within the next 30 days. If the Behavioral Health Commission] does not meet within the next 30 days, the staff is directed to place a such resolution on the agenda of the next meeting of the Behavioral Health Commission.

Please review the BHC Commission Minutes for 2021-2022 and be sure to include the dates where you find the resolutions and commendations, and any program reviews/site visits.

The BHC Co-chairs volunteered to work on specific activities below. **All Commissioners:** Please select one or two activities from the bullet points below and let Amber know which one you will work on.

Co-Chairs Banuelos and Vigil:

Executive Summary: should be written after the report is completed (Co-Chairs)

Letter from the Chair: One or both Co-Chairs write

BHC Commission members and staff in 2021-22: Banuelos

BHC members and terms (A draft list of Commissioners for 2020 and 2021 has been delivered to Co-Chair Banuelos)

Introduction: Remember: the basic description remains about the same

Commissioners: Please let Amber Gray know which bullet point(s) you plan to work on: FY 2021-22 resolutions (include dates of the Minutes)

- FY 2021-22 commendations or certificates (include dates of the Minutes)
- Program reviews in 2021-22 (We want to make sure we conduct 2 or 3 program reviews in August 2022)
- Educational presentations at commission meetings (e.g., Commissioner trainings, MHSA updates) -- (include dates of the Minutes)
- Commissioners' activities on behalf of the BHC
- SF Behavioral Health Services: identify any areas of need and recommendations that are continuing areas of concern of the Commission. This may include areas of concern or the delivery of services that were worked on in 2021-2022, or ones that the Commission may/should consider moving forward in 2022-2023.

STRATEGIC PLAN: FY 2021-22 BEHAVIORAL HEALTH COMMISSION OF SAN FRANCISCO

<p>a. Review monthly reports submitted by the Behavioral Health Director. Request presentation of specific data pertaining to priority issues.</p>	<p>Behavioral Health Director and Commissioners</p>	<p>Reports reviewed at each meeting and included with minutes. Questions and comments made.</p>	<p>Monthly meeting</p>
<p>b. Evaluate services via conducting a minimum of 20 Program Review Site Visits annually and via MHSA and other provider presentations at Commission meetings. Each Commissioner will be requested to conduct a minimum of four (4) Program Evaluation site visits.</p>	<p>Establish Program Review Site Visit Committee; Invite presenters; Commissioners with staff assistance.</p>	<p>Number of completed visits; written reports prepared by Commissioners submitted to Behavioral Health Svs. Director. Attend Provider presentations; offer comments/recommendations.</p>	<p>A minimum of two (2) site visits conducted monthly. Monthly meetings</p>
<p>c. Hold one (1) public hearing annually. Consider holding monthly Commission meetings at different Community sites.</p>	<p>Staff and Commissioners</p>	<p>Public Hearing held. Follow up actions, if any, completed.</p>	<p>Public Hearing ? DATE</p>
<p>d. Participate in selection of the Behavioral Health Director.</p>	<p>Commissioner(s)</p>	<p>Full participation in selection process.</p>	<p>When necessary.</p>
<p>e. Advise Board of Supervisors and Mayor and Behavioral Health Director as to any aspect of the local mental health program.</p>	<p>Commissioners</p>	<p>Testify at BOS meetings, Annual Report completed; resolutions presented; and letters/memos as needed.</p>	<p>Annual Report – June Testify, Resolutions/Letters – as needed.</p>
<p>f. Complete Data Notebook distributed by the California Mental Health Planning Council.</p>	<p>Commissioners (Special Ad Hoc Committee)</p>	<p>Timely submission to request from Planning Council.</p>	<p>Date?</p>
<p>g. Review and comment on MHSA multi-year plan. Hold Public Hearing on Plan. Divide report into sections; assign</p>	<p>Commissioners Ad hoc MHSA Review Committee; staff schedule Hearing date</p>	<p>Comments provided within time frame. Time allocated for Public Hearing.</p>	<p>DATE- July 2021</p>

GOAL 2. Review any agreements entered into by the Behavioral Health Services. Review realignment.	RESPONSIBLE PARTIES	OUTCOME MEASURES	COMPLETION DATE
Request information from the Director of Behavioral Health Services. Review contract(s) and reports.	Executive Committee and Staff	Contracts reviewed; comments submitted to Board and BHS Director	Date?
GOAL 3. Establish committees to address special needs, projects, and issues, e.g., Executive Committee, Legislation, Bylaws, Program, Site Visits, Public Hearing and Awards.	RESPONSIBLE PARTIES	OUTCOME MEASURES	COMPLETION DATE
a. Update Commission By-laws	Ad hoc Subcommittee, Executive Comm. & staff	Bylaws completed.	October 2021
b. Convene Annual Board retreat in December to set priorities for the next year.	Commissioners & staff	Retreat planned and held.	December 2021
c. Set Annual priorities via Strategic Plan.	Commissioners; Committee Chairs/ staff	Priorities set. Strategic Plan reviewed bi-monthly to note progress. Status reported at monthly BHC meetings. Recorded in meeting minutes	FY 21-22 Plan – 10/2021 Bi-monthly review – November/January/March/May July/September
d. Establish Committees to address priorities (e.g., special needs, projects, and issues). 1. Recruitment and Outreach Committee 2. Site Visit Committee 3. Implementation Committee 4. Ad hoc Committees A) MHSA Review/Public Hearing B) Bylaw Revisions	Commissioners & staff	Committees established. Each Committee reports its progress and status monthly.	Committee meetings held; develop objectives and work plan for the year. List DATE Issue interim reports at DATE meeting. Complete tasks by DATE.

a. Update Commission By-laws	Ad hoc Subcommittee, Executive Comm. & staff	Bylaws completed.	October 2021
b. Convene Annual Board retreat in December to set priorities for the next year.	Commissioners & staff	Retreat planned and held.	December 2021
c. Set Annual priorities via Strategic Plan.	Commissioners; Committee Chairs/ staff	Priorities set. Strategic Plan reviewed bi-monthly to note progress. Status reported at monthly BHC meetings. Recorded in meeting minutes	FY 21-22 Plan – 10/2021 Bi-monthly review – November/January/March/May July/September
d. Establish Committees to address priorities (e.g., special needs, projects, and issues). 1. Recruitment and Outreach Committee 2. Site Visit Committee 3. Implementation Committee 4. Ad hoc Committees A) MHSA Review/Public Hearing B) Bylaw Revisions C) Annual Report D) Nominating E) State Planning Council Report F) ?	Commissioners & staff	Committees established. Each Committee reports its progress and status monthly. Over a two-year period, identify, analyze, and publicize gaps pertaining to each issue; produce written reports; testify at BOS hearings and meetings; share information with California Association of Local Behavioral Health Boards/Commissions, SF Health Commission, SFDPH BHS & MHSF Director.	Committee meetings held; develop objectives and work plan for the year. List DATE Issue interim reports at DATE meeting. Complete tasks by DATE.
e. Priority Issues For 2021-2022: [INCLUDE SHORT AND LONG-TERM PROJECT GOALS] 1.Improve communication with BOS 2.Develop Position Papers/Interim reports			? DATE ? DATE

BHC Meetings for Remainder of 2022 Draft

April 12: Site Review/Implementation/Executive Committees (3PM/4PM/5PM)

April 20: Behavioral Health Commission Meeting (6PM)

May 10: Site Review/Implementation/Executive Committees (3PM/4PM/5PM)

May 18: Behavioral Health Commission Meeting (6PM)

June 7: Site Review/Implementation/Executive Committees (3PM/4PM/5PM)

June 15: Behavioral Health Commission Meeting (6PM)

July 12: Site Review/Implementation/Executive Committees (3PM/4PM/5PM)

July 20: Behavioral Health Commission Meeting (6PM)

August: Summer Recess

Sept. 13: Site Review/Implementation/Executive Committees (3PM/4PM/5PM)

Sept. 21: Behavioral Health Commission Meeting (6PM)

Oct. 11: Site Review/Implementation/Executive Committees (3PM/4PM/5PM)

Oct. 19: Behavioral Health Commission Meeting (6PM)

Nov. 8: Site Review/Implementation/Executive Committees (3PM/4PM/5PM)

Nov. 16: Behavioral Health Commission Meeting (6PM)

December 3: BHC Annual Retreat (Time TBD)