

**Alameda County Mental Health Advisory Board
Executive Committee **APPROVED** Minutes
Thursday, March 12, 2020
3:30 PM – 5:00 PM ♦ Creekside Room, 500 Davis, San Leandro, CA**

Meeting called to order at 3:30 PM by: Chair Lee Davis

Roll Call/Introduction of Guests

Mental Health Board Members: Lee Davis (Chair, District 5); L.D. Louis (Vice Chair, District 4); Juliet Leftwich (District 5), Sheldon Koiles (District 3); Marsha McInnis (District 1); Ashlee Jemmott (District 3)

Present: (all via phone) Lee Davis; L.D. Louis; Juliet Leftwich; Karyn Tribble (ACBH Director)

Absent: Sheldon Koiles; Marsha McInnis; Ashlee Jemmott

ACBH Staff: Kristin Boer (Administrative Liaison);

ITEM	DISCUSSION	ACTION
Roll Call / Introductions	Roll Call completed.	
Emergency Action	None	
Approval of Minutes	Minutes approved.	
Correspondence	N/A	
Discussion Items	<ul style="list-style-type: none"> A. Next Board Meeting - Due to limits on large meetings, next meeting will be cancelled. B. MHSA Public Meetings planning (April or May?) May be extended due to current situation. C. Bylaws Update: Current status of bylaws revisions - Needs some more work/wordsmithing. May need Ad Hoc committee to spend some time working on it before coming to Executive Board. D. Mental Health Summit (May 1 & 2) – First day is for professionals, second day is for the public. Would like professionally printed materials to distribute and survey/Survey Monkey. E. Annual Report (per MHAB Retreat, it is due in June.) No update. 	<ul style="list-style-type: none"> A. Cancel meeting due to COVID 19 & limiting of large meetings. Reach out to each subcommittee. Look into Zoom. B. Dr. Tribble to connect with Tracy Hazelton to coordinate. C. Ad Hoc committee to fine tune. Proposal to do work at Executive meeting with County Counsel. D. Lee and L.D. to draft palm card for professional printing

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		and potential survey/Survey Monkey.
Staff Update	<ul style="list-style-type: none"> A. Business Cards – Low priority. L.D. shared her card via email, for design ideas. B. Mental Health Summit - Printed material(s) C. Annual Banquet Update – Menu and linens finalized. D. Website- Update & Accessibility – No update. 	<ul style="list-style-type: none"> A. Palm card higher priority. B. Lee and L.D. to draft for professional printing. C. Keynote speaker suggestions: Tom Insell, Stephanie Clendenin. Other ideas?
Public Comments	None	

Adjourned 5:16 PM

Minutes submitted by K. Boer