



# Health & Human Services Agency

## COUNTY OF TULARE AGENDA ITEM

### BOARD OF SUPERVISORS

LARRY MICARI  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** March 7, 2023

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	N/A
Personnel Resolution attached	N/A
Agreement(s) attached	N/A

CONTACT PERSON: Natalie Bolin    PHONE: 559-624-8000

**SUBJECT:** Approve Revisions to Tulare County Mental Health Board By-Laws

**REQUEST(S):**

That the Board of Supervisors:

Approve the revised by-laws of the Tulare County Mental Health Board.

**SUMMARY:**

On October 25, 2005, with resolution No. 2005-0675, pursuant to the California Welfare and Institutions Code (WIC) sections 5604-5604.5, the Tulare County Board of Supervisors (Board) established the Tulare County Mental Health Board (MHB), to collaborate with and advise the Tulare County Health & Human Services Agency, Mental Health Branch on any aspects of the Branch's mental health program. Subsequently and in accordance with WIC section 5604.5, the Board approved by-laws for the MHB on August 15, 2006, with resolution No. 2006-6047. The Board approved an amendment to the by-laws that aligned with the updated WIC and Brown Act requirements on December 20, 2016 (Resolution No. 2016-1027).

The goal for the MHB is to review community mental health needs, services, facilities, and special problems and serve in an advisory capacity to local governing bodies and the Tulare County Mental Health Director per WIC section 5604.2. MHB members play an important role in helping to create a behavioral health system of care that is more accessible, efficient, and quality-driven in their communities.

The MHB reviews and votes on issues that affect clients and their family members, such as changes within the Mental Health Plan, performance outcomes and measurements, data collection, and strategic planning. The MHB is composed of one (1) non-voting ex-officio member of the Board and sixteen (16) voting members: four (4) mental health

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consumers, seven (7) at large, five (5) mental health consumer family members and (for a total of 17 members). With staff support, the MHB studies issues, advises the Tulare County Health & Human Services Agency, Mental Health Branch on subjects, and makes recommendations and comments to the Board of Supervisors.

MHB by-laws are established to outline the rules and expectations of board members. By-laws provide guidance of responsibilities as board members, including attendance and the rules the MHB must follow per California Law. Since the revision of the by-laws were approved over (5) years ago, the MHB recommended the review of the MHB by-laws to ensure dependability to the current structure of the MHB. Based upon input from MHB members, changes include updates to the language regarding absenteeism and updates to the WIC that direct the MHB. The MHB revised and approved the by-laws on February 7, 2023. A summary of the changes that were made are as follows:

- Article II – California Welfare and Institutions Codes that govern the duties of the MHB were updated to include WIC Mental Health Service Act 5848.
- Article III - revised to include that at least one board member be a veteran or veteran advocate. Additionally, it directs board members to report absences within twenty-four (24) hours, as listed in Article VII.
- Article IV – updated to address resignations when an MHB member misses three consecutive regularly scheduled meetings or more than half of regularly scheduled meetings in a calendar year without an excused absence from the MHB Chair.
- Article VII – This article details attendance requirements and non-attendance protocol, such as how to report, who to report to, and how far in advance absences should be reported. Additionally, this article was updated to include that if a seat is declared vacant, the member shall be notified in writing at their last known mailing address and electronic mail.

**FISCAL IMPACT/FINANCING:**

There is no net county cost to the General Fund.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's Strategic Business Plan includes the Quality of Life Initiative, which seeks to promote and encourage the provision of quality supportive services for individuals in Tulare County. The adoption of the revised by-laws of the Tulare County Mental Health Board increases the ability to meet the needs of our community with respect to mental health.

**ADMINISTRATIVE SIGN-OFF:**

/s/ Natalie Bolin  
Natalie Bolin  
Director of Mental Health

Cc: County Administrative Office

Attachments: By-Laws

