

# SAN FRANCISCO BEHAVIORAL HEALTH COMMISSION



**Mayor  
London N. Breed**

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Balham Javier Vigil, Co-Chair  
Stephen Banuelos, Co-Chair  
Genesis Vasconez, MS, PMHNP-BC, Vice-Chair  
Lisa Williams, Secretary  
Carletta Jackson-Lane, JD  
Kescha S. Mason  
Liza Murawski  
Toni Parks  
Harriette Stallworth Stevens, EdD  
Lisa Wynn

## **UNADOPTED MINUTES**

From the  
**Behavioral Health Commission Meeting**  
**Thursday, November 16, 2023**  
**Department of Public Health**  
**1380 Howard Street 5<sup>th</sup> floor conference Room #515**  
**San Francisco, California 94102**  
**6:19PM – 8:00 PM**

**Call To Order:** at 6:19 pm by Commissioner Banuelos

**Roll Call taken by Clerk Gray**

**COMMISSIONER'S PRESENT:** Harriette S. Stevens (she/her), Stephen Banuelos (he/him), Lisa Williams (she/her/hers), Kescha S. Mason (she/her), Liza Murawski (she/her/hers), and Lisa Wynn (she/her/hers), Toni Parks(she/her)

**COMMISSIONER'S ABSENT:** Genesis Vasconez (she/her), Carletta Jackson-Lane (she/her/hers), Bahlam Javier Vigil (they/them/theirs)

**BHS STAFF PRESENT:** Hillary Kunins, Director, Behavioral Health Services

**BOARD OF SUPERVISORS REPRESENTATIVE:** None

**MEMBERS OF PUBLIC:** non-identified

**BHC STAFF:** Clerk Gray (She/her/hers)

**QUORUM:** Established (According to CALBHC consult.)

Item 1.0 Call to Order, Roll Call, and Agenda Changes

**Public Comment:** The Behavioral Health Commission needs to establish a regular rule for the meetings to fit in with the other meetings held in city hall. Quorum is 51 % and the BHC does not have a quorum under the Brown Act or the Sunshine Ordinance. The meeting should be adjourned, and everyone should go home.

Item 2.0 Commissioners Reports

**Public Comment:**

2.1 Report from the Commission Co-Chair and the Executive Committee – reported having a scheduling conflict with the schedule of City Hall and our website needs to reflect the correct meeting dates. Website needs to reflect the rule of order for the ongoing meeting schedules.

**Public Comment:** The BHC should decide on a rule decide on a order for the meetings. Article 4 of the bylaw's states Quorum is 51% of the members designated by law we do not have a meeting under the Brown Act or the Sunshine Ordinance so we should cancel or go home.

**Item 2.1a)** Motion to have the annual retreat moved to January 2024 as an additional meeting to our regular meetings. by Commissioner Wynn and second by regular meeting. Second by Mason.

**Public Comment:** Theresa Comstock, Executive Director

CA Association of Local Behavioral Health Boards & Commissions offers to provide an hour training for the commissioners of the Behavioral Health Commission at the Annual Retreat for the BHC.

**Public Comment:** Member of the public states wanting to talk about ad hoc committees. There was going to be a retreat planning committee which was voted on in a prior meeting. It's currently too late to undo the previous vote without a 2/3rds

majority. Just to clarify the difference between the Brown Act and the Sunshine Ordinance. Under the Brown Act most ad-hoc committees are not covered by the Act. Under the Sunshine Ordinance all require public notice. The rule is if you don't have a quorum of any committee present. You are not required to provide notice. If you create a committee, you are required to provide public notice not matter how small.

Commissioner Banuelos- No, Commissioner Williams-Aye, Commissioner-Mason-Aye, Murawski-Aye, Parks-Aye, Commissioner Stevens-Aye, Commissioner Wynn  
Motion Carries.

Motion to establish the date and Time for the Behavioral Health Commission Annual Retreat on Saturday, January 13, 2024, at 10:00am until 2:00pm by Commissioner Mason and second by Commissioner Williams.

**Public Comment:** Reminder from the public that we are required to notify the Local Media 24 hours prior to the meeting.

**Public Comment:** None

Commissioner Banuelos- Aye, Commissioner Williams-Aye, Commissioner-Mason-Aye, Murawski-Aye, Parks-Aye, Commissioner Stevens-Aye, Commissioner Wynn  
Motion carries.

**Item 3.0** Director's Report, Behavioral Health Services. Presentation by Hillary Kunins, MD, MPH (she/her) Director of Behavioral Health Services and Mental Health SF, SFDPH.

**Public Comment:** Sent an email to the director and received no response.

**Item 3.1** MHSA Public Meeting – Commissioners discussed plans to obtain The Mental Health Service Act Plan from the Website to ensure that the commissioners have enough time to read and review The Mental Health Service Act Plan in time to turn in questions for The Mental Health Service Act Plan Public Hearing which will occur soon.

**Public Comment:** The law does allow you to make to make suggestions. The BHC should bring the recommendations to the hearing and vote on them. Behavioral Health Service should respond and incorporate them into their plan. There are other plans that the BHC is required to review such as the SF Mental Plan, Skirt Plan, and the Path Federal Grants Program.

**Item 4.0** Data Notebook 2023- The clerk informed the Commissioners that we have secured a hearing room for the rule and report Committee in 408 of City Hall. The Clerk reported progress in the completion of the data notebook after a brief delay due to the holidays.

**Public Comment:** You do need to vote on a time, place and location for the new rules and reports committee.

**Item 4.1** Motion to adopt the October 19, 2023, meeting minutes by Commissioner Wynn and Second by Commissioner Parks.

**Public Comment:** You have already adopted the rules for what should be in the minutes and state law applies. You do have to report each member's vote, and actions taken. You cannot modify these rules. You do have to report as the board of supervisor's does. Roll call vote taken by Clerk Gray.

Commissioner Banuelos-Aye, Commissioner Williams-Aye, Commissioner Mason, Commissioner Murawski-Aye, Commissioner Parks-Aye, Commissioner Stevens-Aye, Commissioner Wynn-Aye

Motion Carries.

**Item 4.2** The committee agreed that it should be addressed in the Implementation committee. The clerk agreed to check for a Template and there was no action taken by the chair.

**Public Comment:** none

**Item 4.3** This was voted on in a prior meeting and the commission attempted to address the Item and no action was taken. It was suggested this be addressed in the BHC Annual

Retreat. The chair agreed that we are not ready to action taken on this matter which was postponed.

**Public Comment:** The Sunshine Ordinance requires that an item on the agenda be for action or discussion. You could postpone it to the next meeting, but you do have to dispose of it in the future.

**Item 5.0** chair Murawski reported some ways of addressing the resistance and it was agreed that we would continue to reach out to the site visit in the que again to ensure that we have made a conscious effort to keep a line of communication with the provider. It was agreed to move forward with the Dore Urgent Care. Commissioner Banuelos and Commissioner Wynn agreed to perform the site visit. Clerk Gray will send out a letter to the director to begin setting up for the site visit.

**Public Comment** None

**Item 6.0** the chair was not able to address this section due to limited time left.

**Item 6.1** It was agreed that the BHC Meeting Schedule 2024 [Draft] should include the Rules and Reports Committee. The BHC clerk will update the schedule to reflect the new Rules and report committee. The commission agreed to correct the problems in the schedule for 2024 in February and May of 2024.

Motion to adopt the BHC Meeting schedule 2024 by

Commissioner Banuelos-Aye, Commissioner Williams-Aye, Commissioner -Aye, Commissioner Murawski-Aye, Commissioner Parks-Aye, Commissioner Wynn-Aye, Motion Carries.

**Public Comment** Rule of order should matter. You must choose one location for each meeting and a rule for when they happen regularly.

**Item 6.2** Report by members of the Commission on their activities on behalf of the Behavioral Health Commission as authorized.

**Public Comment**

**Item 6.3** the chair was not able to address this section due to limited time left.

**Public Comment:** none

**Item 7.0 New Business** the chair was not able to address this section due to limited time left.

**Item 8.0 Final Public Comment:** none

**Item 9.0 Adjournment:** Adjourned at 8:06 by Commissioner Banuelos.

The BHC Committee meetings will be held on Tuesday, 1.9.2024 all meetings shall be held at San Francisco City Hall 1 Carlton B Goodlett hearing room #416 San Francisco, California 94102

Minutes prepared by BHC Clerk Gray.