



MEMORANDUM

Date: October 28, 2024
To: The Honorable Members, Board of Supervisors
From: *Ace* Angela Calvillo, Clerk of the Board
Subject: Mental Health SF Implementation Working Group (File No. 240984)

The Board's Rules of Order, 2.21 establishes certain criteria when establishing, or reauthorizing any boards/commissions/task forces/advisory bodies and requires the Clerk to advise the Board on such criteria. To identify these requirements, and other important suggestions, the following information is provided:

File No. 240984 Administrative Code - Mental Health SF Implementation Working Group

- Does a current body address the same or similar subject matter? (*Board Rule 2.21*)

Yes, the Behavioral Health Commission also reviews and evaluates the City and County's behavioral health needs, services, facilities, and special problems and other duties as provided in Administrative Code, Sections 15.12 et seq., and California Welfare and Institutions Code, Sections 5604 et seq.

However, the Mental Health SF Implementation Working Group (MHIWG) advises the Mental Health Board, the Health Commission, the Department of Public Health, the Mayor, and the Board of Supervisors – and may advise the Health Authority – on the design, outcomes and effectiveness of Mental Health SF, specifically.

- Is an administering department identified? (*Board Rule 2.21*)

Yes, Section 5.44-3(f) states "The Department of Public Health will provide administrative and clerical support for the Implementation Working Group."



- Does the enabling legislation contain language requiring the body to meet at least once every four months? (*Board Rule 2.21*)

Yes, Section 5.44-3(c) states that the Working Group shall meet at least monthly for a total of at least six meetings per year.

- Does the enabling legislation include the number of seats, a description of the seat qualifications, the appointment commencement date and the term length? (*Board Rule 2.21*)

Yes, if this legislation passes, the Implementation Working Group membership shall be reduced from 13 members to 7 members, as follows:

- *The members occupying the seats formerly designated as seats 3, 8, 9, 10, 11, and 13 shall cease being members;*
- *The members occupying seats 1 and 2 shall continue to occupy seats 1 and 2, respectively, until their current term expires or until their appointing authority appoints a new member to fill that seat;*
- *The members occupying the seats formerly designated as seats 4, 5, 6, 7, and 12 shall occupy seats 3, 4, 5, 6, and 7, respectively, until their current term expires or until their appointing authority appoints a new member to fill that seat; and*
- *Any seats that are vacant shall be filled by the appointing authority as soon as practicable.*

The proposed composition of the Working Group would be as follows:

- *Seat 1 shall be held by a person with expertise working on behalf of healthcare workers, appointed by the Board of Supervisors.*
- *Seat 2 shall be held by a person who identifies as having a mental health condition or identifies as having both a mental health condition and substance use condition (“dual diagnosis”), and who has accessed mental health or substance use services in San Francisco, appointed by the Mayor.*
- *Seat 3 shall be held by a City peace officer, emergency medical technician, or firefighter (“First Responder”), with expertise in mental health and/or substance use treatment, appointed by the Mayor.*
- *Seat 4 shall be held by a treatment provider with substance use expertise appointed by the Mayor.*
- *Seat 5 shall be held by a treatment provider with mental health expertise, appointed by the Board of Supervisors.*
- *Seat 6 shall be held by a treatment provider with experience serving justice-involved populations appointed by the Board of Supervisors.*



- *Seat 7 shall be held by an employee of the Department of Public Health with experience in health systems or hospital administration, appointed by the Mayor.*
- Term limits (i.e., commencement date? staggered terms?) (Board Rule 2.21)

Yes, Section 5.44-3(d) states “Members of the Implementation Working Group shall serve two-year terms, beginning on June 1, 2020.”

- Is a Sunset date included, not to exceed three years? (Board Rule 2.21)

Yes, Section 5.44-5 states “This Article shall expire by operation of law, and the Implementation Working Group shall terminate, on July 31, 2025.”

- Is language included establishing attendance requirements?

(Past practices have shown the need to detail and codify the reporting requirements of a body.)

Yes, Section 5.44-3(d) states “Any member who misses three regular meetings of the Implementation Working Group within any 12-month period without the express approval of the Implementation Working Group at or before each missed meeting shall be deemed to have resigned from the Implementation Working Group 10 days after the third unapproved absence. The Implementation Working Group shall inform the Board of Supervisors of any such resignation.”

- Are the reporting requirements identified?

(Past practices have shown the need to detail and codify the reporting requirements of a body.)

Yes, Section 5.44-4(g) states “By no later than July 31, 2025, the Implementation Working Group shall submit to the Board of Supervisors, the Mayor, and the Director of Health a final written report.”

- Does the enabling legislation indicate members serve at the pleasure of the appointing authority?

(Past practices have shown the need to ensure the appointing authority may remove an appointee at any time.)

Yes, Section 5.44-3(b) states that Members of the Implementation Working Group shall serve at the pleasure of the appointing authority and may be removed at any time.