

# **BUDGET AND FISCAL ADVISORY COMMITTEE**

## **CHARTER**

### **AUTHORITY**

The Budget and Fiscal Advisory Committee is established pursuant to Welfare and Institutions Code Section 5845(f)(4) and operates in compliance with the Bagley-Keene Open Meetings Act (Government Code Section 11120 et. seq.).

### **PURPOSE AND GOALS**

The Advisory Committee supports the Behavioral Health Services Oversight and Accountability Commission (Commission) by monitoring the Commission's budget and providing recommendations on annual priorities, in alignment with the Program and Legislative and External Affairs Committees.

The Advisory Committee shall:

Review annual budget documents, quarterly budget updates, and budget change proposals, and recommend Commission action including amendment, adoption, and submission as necessary to the Department of Finance or the Legislature.

The Advisory Committee supports the Commission by reviewing periodic fiscal analyses of projects, contracts, and grants under the jurisdiction of the Commission, and making the Commission aware of matters of concern. The Advisory Committee will determine the frequency and schedule of such analyses.

### **MEMBERSHIP**

The Committee members shall consist of current, appointed Commissioners. Members will be appointed by the Commission Chair. The maximum number of members will be less than a quorum of the full Commission.

### **QUORUM AND VOTING**

1. A quorum consists of a majority of the appointed members.
2. Actions require an affirmative vote of a majority of members present.
3. Each member shall have one vote.
4. Proxy voting is not permitted.

### **PUBLIC PARTICIPATION**

1. All meetings shall be open to the public.

2. The public will have the opportunity to comment on agenda items.
3. Written comments may be submitted according to procedures established by the Chair.

## **OFFICERS**

1. The Commission Chair will select a Chair and Vice Chair annually.

Approved by the Commission on: March 27, 2025