

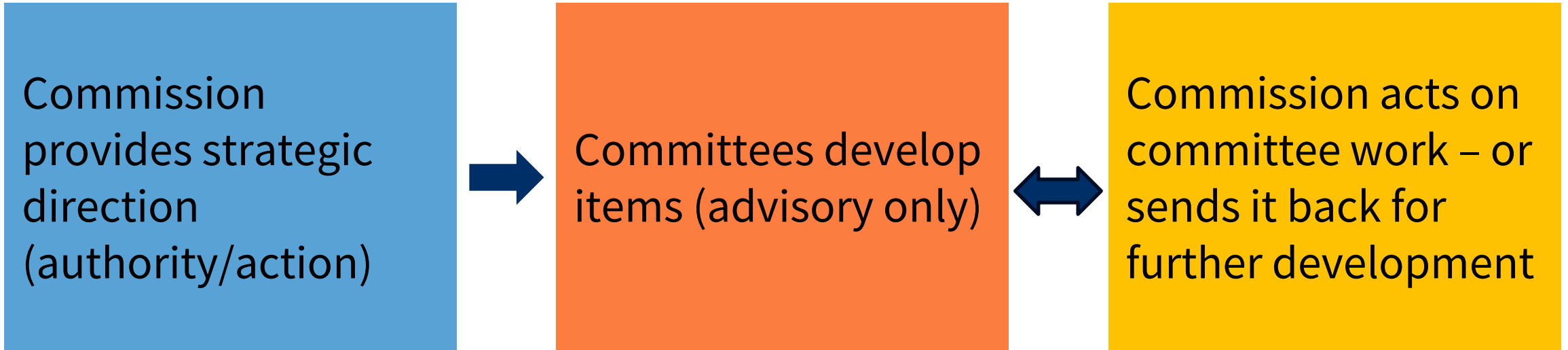


CBH Commission and Committees: Workflow and Proposed Meeting Plan/Calendar

Brenda Grealish, *Executive Director*

Kendra Zoller, *Deputy Director of Legislation & External Affairs*

Commission-Committee Workflow



Reminder: Fiscal year is July 1 –June 30.

Please note that funding is typically required to be **encumbered (obligated or committed)** by **June 30** of each fiscal year.

Commission Business: Required Action Items

1 RFPs, RFAs, and Intent to Awards

- Mental Health Wellness Act
- Innovation Partnership Fund
- Behavioral Health Student Services Act
- Ongoing Full Service Partnership funds
- Advocacy contracts

2 Legislative items

- Reports
- Positions on bills

3 Budget items

- Contracts
- Spending plans
- Budget proposals

4 Other

- Minutes
- Chair/Vice Chair elections
- ANY other item that requires approval

Committee Focus and Proposed Meeting Cadence

Budget & Fiscal Review

- Contracts
- Spending plans
- Budget proposals

Program

- Grant RFPs & Intent to Awards
- Research/evaluation
- Data

Legislative & External Affairs

- Bill positions
- Sponsored bills
- Advocacy contracts
- Communications

Client, Family, and Community Inclusion, Lived Experience, and Diversity (CFC)

- Informs **all** work of the three advisory committees

Recommendation:

- Budget & Fiscal, Program, and Legislative & External Affairs Advisory committees meet on the **third Thursday** of the month; staggered on the same day
- CFC Advisory Committee meets on the **fourth Thursday** of the month

Proposed Meeting Calendar (Fiscal Year)*

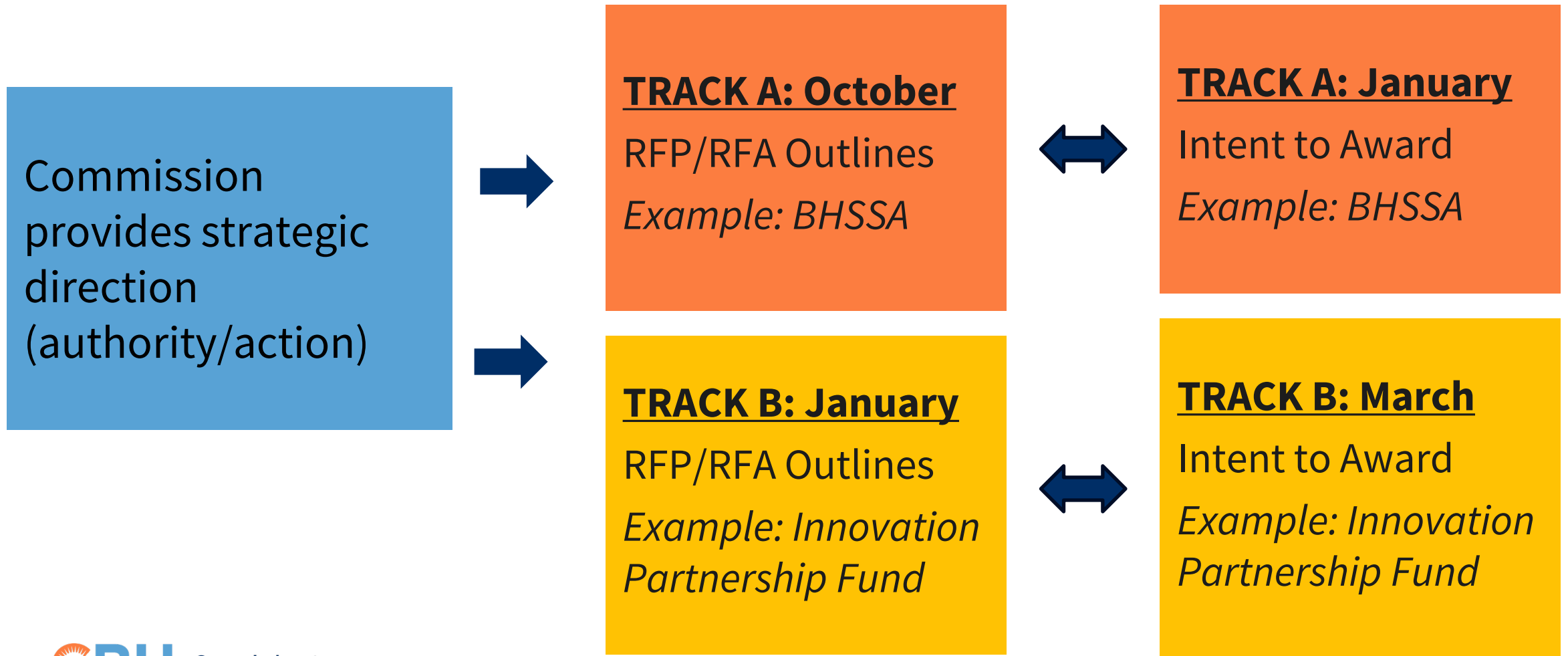
Month	Full Commission	Committees
July		<i>(as needed)</i>
August	X	
September		X
October	X	
November		X
December		<i>(as needed)</i>
January	X	
February		X
March	X	
April		X
May	X	
June		X

5 full Commission meetings

6-7 Committee meetings in between

*Subject to change based on Commission priorities.

General Annual Fiscal Year Outlook



Proposed Fiscal Year 2025/2026 calendar

2025

- **August 28: Full Commission meeting**
- September 18: Committee meetings
- September 25: CFC meeting
- **October 23: Full Commission meeting**
- November 20: Committee meetings
- November 24: CFC meeting
- December: As needed

2026

- **January 22: Full Commission meeting**
- February 19: Committee meetings
- February 26: CFC meeting
- **March 26: Full Commission meeting**
- April 16: Committee meetings
- April 23: CFC meeting
- **May 28: Full Commission meeting**
- June 18: Committee meetings
- June 25: CFC meeting
- July: As needed

Motion

That the Commission approve the Fiscal Year 2025–2026 meeting calendar for the Commission and its committees, with the understanding that adjustments may be made as needed in response to unforeseen circumstances.

