

# **PROGRAM ADVISORY COMMITTEE**

## **CHARTER**

### **AUTHORITY**

The Program 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 Commission by shaping the Commission's program priorities.

The Advisory Committee shall:

- Review proposals for Commission research, project development, contracts, and grants, and recommend Commission action including amendment, approval or rejection.
- Report to the Commission on alignment of proposals with strategic plan, goals, and objectives.
- Review adequacy of accountability, transparency, deliverables, reporting, and process for evaluation.
- Review periodic program updates to ensure the terms of approval are satisfied, and reports progress, outcomes, and concerns, if any, to the Commission. The Advisory Committee will determine the frequency and schedule of such updates.

Proposals requiring Commission resources will be referred by the Program Advisory Committee to the Budget and Fiscal Advisory Committee to ensure availability of resources.

The areas of the Advisory Committee's responsibilities include activities undertaken pursuant to the authority of the Mental Health Wellness Act, the Behavioral Health Student Services Act, and the Behavioral Health Services Innovation Partnership Fund, and any other specific authorities granted to the Commission.

### **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