



Department of Health,  
Housing & Community Services  
Mental Health Commission

## Berkeley/Albany Mental Health Commission Draft Minutes – Special Meeting

7:00 pm  
North Berkeley SC 1901 Hearst

Special Meeting  
February 29, 2024

**Members of the Public Present:** Ann Hawkins, Patricia Fontana, Margaret Fine

**Staff Present:** Jeff Buell, Robert Williams II, Jamie Works-Wright

### 1) Call to Order at 7:06 pm

Commissioners Present: Monica Jones, Edward Opton, Glenn Turner **Absent:** Mary Lee Kimber-Smith, Andrea Prichett

### 2) Preliminary Matters

#### a) Approval of the February 29, 2024 agenda

M/S/C (Turner, Jones) Move that we accept the February 29, 2024 agenda

**PASSED**

**Ayes:** Jones, Opton, Turner **Noes:** None; **Abstentions:** None; **Absent:** Kimber-Smith, Prichett

#### b) Public Comment- No comments

#### c) Approval of the January 25, 2023 Minutes

M/S/C (Opton, Turner) Motion to approve the minutes.

**PASSED**

**Ayes:** Jones, Opton, Turner **Noes:** None; **Abstentions:** None; **Absent:** Kimber-Smith, Prichett

### 3) Mental Health Manager's Report and Caseload Statistics – provided by Jeff Buell

#### a. MHC Manager Report February

#### b. Caseload Statistic February 2024

**No Motion Made**

### 4) Discussion for Election Chair and Vice Chair – Voting in February –

M/S/C (Turner, Jones) Motion to move items #5 and #6 on the agenda to vote on election until the full body commission is present and the next regular meeting in March

**PASSED**

**Ayes:** Jones, Opton, Turner **Noes:** None; **Abstentions:** None; **Absent:** Kimber-Smith, Prichett

- 5) Elections for Chair – Beginning in March 2024 – Moved to the March Meeting
- 6) Election for Vice Chair – Beginning in March 2024 - Moved to the March Meeting
- 7) Revisit, review and vote on formal request to make the commission meetings hybrid – Glenn Turner  
No Motion Made
- 8) Subcommittee Reports (20 min)
- a) Youth Subcommittee – No Motion Made
  - b) Membership Subcommittee - No Motion Made
  - c) Evaluation Subcommittee –
    - i) Redo cote for Annual Report - Review, discuss, and make modifications to the Annual Report 2022-2023; and then propose adoption by the Mental Health Commission; and then submission to the Berkeley City Council.
- M/S/C (Jones, Turner) Vote to approve  
**DID NOT PASS**  
**Ayes:** Jones, Turner **Noes:** None; **Abstentions:** Opton; **Absent:** Kimber-Smith, Prichett
- 9) Adjournment – 8:21 PM  
M/S/C (Jones, Turner) Motion to adjourn the meeting  
**PASSED**  
**Ayes:** Jones, Opton, Turner **Noes:** None; **Abstentions:** None; **Absent:** Kimber-Smith, Prichett

Minutes submitted by: \_\_\_\_\_  
Jamie Works-Wright, Commission Secretary