

STATE BOARD OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Planning and Budget Committee
DRAFT AGENDA

January 5, 2021

This meeting will be held entirely virtually. Log in information is pasted below.

I. Call to Order

II. Welcome and Introductions

III. Adoption of Minutes, December 2, 2020

➤ Action Required

IV. **Standing Item:** *Identification of services and support needs, critical issues, strategic responses, and resource requirements to be included in long-range plans; work with the department to obtain, review, and respond to public comments on draft plans; and monitor department progress in implementing long-range programs and plans.*

A. Review of topic areas for board meetings through December 2021.

V. Other Business

VI. Next Steps:

A. Standing Item: *Provide updates on committee planning activities to the Board.*

B. Next Meeting (April 2021)

VII. Adjournment

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State Board Bylaws, excerpts:

Article 7 - Committees

(2) Planning and Budget Committee

- a. **Composition** - The Planning and Budget Committee shall consist of the Board Chair and at least two other Board members appointed by the Chair. The Board Chair shall chair the Planning and Budget Committee.
- b. **Powers and Duties** - The Planning and Budget Committee shall participate in the identification of services and support needs, critical issues, strategic responses, and resource requirements to be included in long-range plans; work with the Department to obtain, review, and respond to public comments on draft plans; and monitor Department progress in implementing long-range programs and plans. The committee also shall provide updates on its planning activities to the full Board.

The Planning and Budget committee also shall work with the Department to ensure that the agency's budget priorities and submission packages reflect State Board policies and shall, through the Board's biennial planning retreat, review and comment on major funding issues affecting the behavioral health and developmental services system, in accordance with procedures established in POLICY 2010 (ADM ST BD) 10-1.

- c. **Staff Support** - The Department shall designate and provide staff to support the activities of the Planning and Budget Committee.

(3) Grant Review Committee

- a. **Composition** – The Grant Review Committee shall consist of two members appointed by the Chair.
- b. **Powers and Duties** – The Grant Review Committee, acting on behalf of the full board to fulfill its duty to review and comment on all applications for federal funds and to enable the Department to respond to federal grant solicitations expeditiously, shall review all requests for federal funds before they are submitted to the soliciting federal agency.
- c. **Staff Support** – The Department shall designate and provide staff to support the activities of the Grant Review Committee.

Article 9 - Board Evaluation, Bylaws Amendments and Reviews, and Procedural Irregularities

- b. **Amendments** - These bylaws may be amended at any regular or special meeting of the Board by an affirmative vote of at least five members of the Board, provided members were given the amendments in a special notice at least 30 days prior to the action.
- c. **Bylaws Review** - The Board shall review its bylaws every four years in the fall of the first year of the new Governor's term and amend them as necessary. Bylaws shall be signed and dated to indicate the last amendment date.