

# CALIFORNIA COALITION FOR BEHAVIORAL HEALTH

## BYLAWS

Revised: March 31, 2024

Adopted: \_\_\_\_\_

### ARTICLE 1

#### Name

##### Section 1. Name

The name of this organization shall be the California Coalition for Behavioral Health, hereinafter known as the Coalition.

##### Section 2. Principal Office

The principal executive office and the principal office for the transaction of the business of the Coalition may be established at any place or places within the State of California by resolution of the Board of Directors.

### ARTICLE II

#### Purpose

The Purpose of the Coalition is to provide statewide leadership and a unified voice to ensure adequate, effective, and appropriate behavioral health care and related services to improve the quality of life for all Californians.

### ARTICLE III

#### Membership

The Members of the Coalition shall consist of:

- a) Organized and recognized advocacy groups and statewide professional organizations with a special interest in and a commitment to Mental Health, and which organizations subscribe to the policies and purposes of the Coalition, and
- b) Regional Behavioral Health Coalitions comprised of local units of the constituent organizations of the Coalition.

Each member shall select one (1) delegate, and an alternate (if desired), to serve on the Coalition.

### Section 1. Rights and Obligations

Each member shall have one (1) vote, be able to bring issues concerning behavioral health care to the attention of the Coalition, and participate in Coalition activities.

### Section 2. Eligibility

- a) Any organization seeking membership in the Coalition must be statewide in scope, except as provided in paragraph (b); have a formalized structure; have goals and objectives consistent with those of the Coalition; have a board of directors, trustees or equivalent; and have been in existence for at least one year.
- b) Any Regional Coalition seeking membership in the Coalition must be comprised of at least three (3) member organizations, which are, on a statewide basis, members of the Coalition. Regional Coalitions may not have overlapping geographic territories.

### Section 3. Admission

Any entity seeking membership shall make formal application to the Coalition.

Acceptance into the Coalition requires a two-thirds majority vote of the Coalition at a regularly scheduled meeting.

### Section 4. Termination

Termination from membership may be effected for non-payment of dues and/or non-representation by an entity for three (3) consecutive meetings of the Coalition.

Written notice of termination of membership in the Coalition must be submitted to such entity at least thirty (30) days prior to the next Coalition meeting.

Termination of membership requires a two-thirds majority vote of Coalition members in attendance at that meeting.

### Section 5. Withdrawal

Notice of withdrawal of an organization from the Coalition shall be submitted in writing to the President of the Coalition.

### Section 6. Affiliate Membership

Entities not meeting requirements for full membership in the Coalition may request an affiliate non-voting membership. Acceptance of Affiliate Members requires a two-thirds majority vote of the Coalition at its next regularly scheduled meeting.

#### ARTICLE IV

##### Dues and Fiscal Year

Each participating organization shall be required to pay dues in cash or kind as set each year by the Executive Committee. The fiscal year shall be January 1 to December 31.

#### ARTICLE V

##### Decision Making

The Coalition shall operate using the consensus model and shall endeavor to get full and unanimous agreement on issues and positions. If the Coalition regards an issue as significant, it may take a position without the full support of the Coalition. When a position is taken without all entities in agreement, the Coalition shall name the organizations in support, in opposition, and abstaining from taking a position. When determined to be warranted, a minority report may be provided. Representatives of the Coalition shall accurately represent the views of its members.

#### ARTICLE VI

##### Meetings

###### Section 1. Coalition Meetings

The Coalition shall meet at least four (4) times annually.

###### Section 2. Annual Meeting

There shall be an annual meeting where the leadership of member entities are invited to attend. At that meeting, an annual report shall be presented by the outgoing President, and when appropriate the official change of officers shall take place. Goals for the coming year will be identified.

###### Section 3. Voting

Each member, other than an affiliate member, has one (1) vote. A simple majority of votes cast decides all questions unless otherwise stated in these bylaws. Proxy voting is not permitted.

#### Section 4. Quorum

A quorum shall consist of at least 25 percent of voting members in good standing.

### ARTICLE VII

#### Officers

##### Section 1. Officers

The officers shall consist of a President, a President-Elect, a Secretary, a Treasurer, and the immediate Past President.

##### Section 2. Election and Term

The officers shall be elected by the members at the Annual Meeting. Officers shall assume their responsibilities at the Annual Meeting. Each term of office shall be for two (2) years. No officer shall be eligible to serve more than two (2) consecutive terms in the same office. A newly elected Secretary shall assume office in an even year. A newly elected Treasurer shall assume office in an odd year.

##### Section 3. Officers and Duties

The powers and duties of the officers shall be as follows:

- a) President: The President shall be the chief executive officer of the Coalition and shall, with the guidance of the Executive Committee, develop, or cause to be developed, meeting agendas and shall preside at meetings of the Coalition; shall, with approval of the member representatives, create committees as are deemed necessary and shall assign their duties; and shall prepare, or cause to be prepared, a report for the Annual Meeting.
- b) President-Elect: The President-Elect shall assume the duties of the President in his/her absence; shall develop, or cause to be developed, priorities, goals, and objectives for the following year, to be considered and adopted at the Annual Meeting when he/she

assumes the role as President; and shall assume other duties as requested by the President.

- c) Secretary: The Secretary shall keep, or cause to be kept, the minutes of Coalition meetings and Executive Committee meetings and shall distribute, or cause to be distributed, minutes of such meetings to Coalition members prior to the next meeting; shall send, or cause to be sent, a calendar of meetings for the year; shall keep and update, or cause to be kept and updated, the roster of all members and their affiliations; shall maintain, or cause to be maintained, a supply of current stationery; and shall ensure that members receive relevant materials.
  
- d) Treasurer: The Treasurer shall maintain, or cause to be maintained, the Coalition bank account; shall provide periodic financial statements at each meeting; shall send, or cause to be sent and collected, dues notice and collection of said dues; shall reserve, or cause to be reserved, meeting rooms, and shall collect, or cause to be collected and paid, all monies and payments as necessary.

#### Section 4. Vacancies

A vacancy in any Executive Committee position shall be nominated by the Officers and ratified, at its next meeting, by the members of the Coalition.

### ARTICLE VIII

#### Committees

##### Section 1. Executive Committee

The Executive Committee shall be comprised of President, President-Elect, Secretary, Treasurer, immediate Past-President, and four (4) at-large members; at least two (2) elected from statewide entities not otherwise represented on the Executive Committee, at least one (1) from a family advocacy organization, and one (1) selected from a consumer advocacy organization. Two of the at-large members are to be elected in even years and two are to be elected in odd years.

Duties: The Executive Committee shall meet between meetings of the Coalition to conduct routine business and to plan the agenda of the meetings for the Coalition, including recommending items to be policy considerations at the Coalition meetings or annual meetings.

When it is necessary to make policy decisions between meetings of the Coalition, the Executive Committee may act in place of the Coalition consistent with the Agenda for Fairness. Notice of any such decision of the Executive Committee shall be provided to members of the Coalition no later than the next meeting of the Coalition.

## Section 2. Nomination Committee

A nominating committee shall be appointed by the President of the Coalition, with the concurrence of the members of the Coalition, at the Fall meeting. The committee shall recommend a single slate of officers and at-large members to be presented at the Annual Meeting of the Coalition. An effort shall be made to rotate the presidency in order for each organization to have an opportunity to provide diverse leadership.

## Article IX

### Communications

Minutes and other important communications shall be distributed to the designated representative(s).

## ARTICLE X

### Dissolution

At such time as this Coalition should decide to cease to exist, dissolution may be accomplished by a two-thirds vote of the members, providing that written notice of the proposed action has been mailed to the member at least 60 (sixty) days in advance of any such action.

The Coalition shall, at its final meeting, determine the disposition of funds remaining after all of its debts, liabilities, and financial obligations have been met. Such funds shall be disbursed pursuant to California law.

## ARTICLE XI

### Amendments

The Bylaws may be amended at any meetings of the Coalition by a two-thirds vote of the membership, provided that copies of the proposed amendments are distributed to all members of the Coalition at least sixty (60) days prior to the meeting at which action is to be taken.

8/87 Bylaws:		California Coalition for Mental Health
Amended:	5/88	California Coalition for Mental Health
Revised:	6/04	California Coalition for Mental Health
Adopted:	7/05	California Coalition for Mental Health
Revised:	7/07	California Coalition for Mental Health
Adopted:	9/07	California Coalition for Mental Health
Adopted:	1/09	California Coalition for Mental Health
Revised:	3/24	California Coalition for Behavioral Health