



Utah Substance Use and  
Mental Health Advisory Council



# Legislative Session Preview

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# Legislative Session Processes and Procedures



# Scheduling / Notice



# Scheduling

- ▷ We will meet weekly on Mondays from 10:00 - 11:30 AM
  - In-person anchor location: CCJJ Large Conference Room
  - Virtual Meeting Location: Zoom\*
    - \*The Zoom link provided will be the same Zoom link for every 2024 Legislative Session hybrid meeting for the Council
  
- ▷ Council Members may attend and vote either in person or virtually
  - Virtual participation may impact ability to use proxy voting



# Notice

- ▶ Agendas will be sent out at least 24 hours in advance of meeting
- ▶ Agendas will include Zoom link
- ▶ Google calendar is the easiest way to keep track of meetings



# Meeting Process



# Meeting Process

- ▷ Bills presented for discussion
- ▷ Liz will check Health and Human Services, Law Enforcement, and Judiciary committee meetings to see what is coming up
  - E-mail Liz with any other priorities
  - Council Members with most expertise in the area will present each bill - or we will just read the summaries
- ▷ Motions can be made by any Council Member
- ▷ Discussion and vote will follow motions



# Meeting Process

- ▷ Meeting structure:
  - Liz will do a roll call vote to establish all who is present
  - Presentation of bill
  - Council discussion
  - Public comment
  - Chair will call for a vote, ask for any opposition or abstentions
  - Roll call only if it is non-unanimous, Liz will do roll call



# Meeting Process

- ▶ Attendance and voting
  - Next is an infographic that outlines the differences between member, designee, representative, and proxy

**USAAV+ Council Membership as Outlined in UC 63M-7-301**

- (2)(a) the attorney general or the attorney general's designee **D**
- (2)(b) one elected county official appointed by the Utah Association of Counties **R**
- (2)(c) the commissioner of public safety or the commissioner's designee **D**
- (2)(d) the director of the Division of Integrated Healthcare or the director's designee **D**
- (2)(e) the state superintendent of public instruction or the superintendent's designee **D**
- (2)(f) the executive director of the Department of Health and Human Services or the executive director's designee **D**
- (2)(g) the executive director of the State Commission on Criminal and Juvenile Justice or the executive director's designee **D**
- (2)(h) the executive director of the Department of Corrections or the executive director's designee **D**
- (2)(i) the director of the Division of Juvenile Justice and Youth Services or the director's designee **D**
- (2)(j) the director of the Division of Child and Family Services or the director's designee **D**
- (2)(k) the chair of the Board of Pardons and Parole or the chair's designee **D**
- (2)(l) the director of the Office of Multicultural Affairs or the director's designee **D**
- (2)(m) the director of the Division of Indian Affairs or the director's designee **D**
- (2)(n) the state court administrator or the state court administrator's designee **D**
- (2)(o) one district court judge who presides over a drug court and who is appointed by the chief justice of the Utah Supreme Court **R**
- (2)(p) one district court judge who presides over a mental health court and who is appointed by the chief justice of the Utah Supreme Court **R**
- (2)(q) one juvenile court judge who presides over a drug court and who is appointed by the chief justice of the Utah Supreme Court **R**
- (2)(r) one prosecutor appointed by the Statewide Association of Prosecutors **R**
- (2)(s) the chair or co-chair of each committee established by the council **R**
- (2)(t) the chair or co-chair of the Statewide Suicide Prevention Coalition created under Subsection 26B-5-611(3) **R**
- (2)(u) one representative appointed by the Utah League of Cities and Towns **R**
- (2)(v) the chair of the Utah Victim Services Commission or the chair's designee **D**
- (2)(w) the superintendent of the Utah State Hospital or the superintendent's designee **D**
- (2)(x)(i) one resident of the state who has been personally affected by a substance use or mental health disorder **R**
- (2)(x)(ii) one citizen representative **R**
- (2)(y)(i) one resident of the state who represents a statewide advocacy organization for recovery from substance use disorders **R**
- (2)(y)(ii) one resident of the state who represents a statewide advocacy organization for recovery from mental illness **R**
- (2)(y)(iii) one resident of the state who represents a statewide advocacy organization for protection of rights of individuals with a disability **R**
- (2)(y)(iv) one resident of the state who represents prevention professionals **R**
- (2)(y)(v) one resident of the state who represents treatment professionals **R**
- (2)(y)(vi) one resident of the state who represents the physical health care field **R**
- (2)(y)(vii) one resident of the state who is a criminal defense attorney **R**
- (2)(y)(viii) one resident of the state who is a military servicemember or military veteran under Section 53B-8-102 **R**
- (2)(y)(ix) one resident of the state who represents local law enforcement agencies **R**
- (2)(y)(x) one representative of private service providers that serve youth with substance use disorders or mental health disorders **R**
- (2)(y)(xi) one resident of the state who is certified by the Division of Integrated Healthcare as a peer support specialist as described in Subsection 26B-5-102(2)(h) **R**

**Information from Rule 356-7**

**Member**  
One of 36 specifically outlined in UC 63M-7-301  
15 can assign a Designee (indicated with **D**)  
21 can assign a Representative (indicated with **R**)  
All can assign a Proxy

**Designee**  
Option only for indicated Members (must email USAAV+ staff)  
Can attend electronically or in-person  
Counts towards quorum  
Votes their conscience  
Acts as Member until officially changed (unless Member attends) Can't assign a Proxy

**Representative**  
Option only for indicated Members (must email USAAV+ staff)  
Can attend electronically or in-person  
Counts towards quorum  
Votes their conscience  
Acts as Member until officially changed (even if Member attends) Can assign a Proxy

**Proxy**  
Option for all Members and Reps (must email USAAV+ staff)  
Must attend in-person  
Counts towards quorum  
Votes as directed by the Member or Representative  
Acts as Member for single meeting



# Meeting Process

- ▷ Bill positions
  - Support: Support to the bill
  - Support In Concept: Support but there's an area of concern
  - Oppose: Opposition to the bill
    - Will need an opposition statement
  - No Position: Neutral
  - Hold: Hold the bill for further information
    - Someone will need to follow up
  - Priority Support: Priority for passage
  - Beyond Scope: Not within the scope of the group's purview

# Meeting Process

- ▶ Bill priority
  - If there is a bill you would like to elevate, please let Liz (efklc@utah.gov) know prior to the meeting or let Liz know during the meeting



# Meeting Process

- ▶ Consent list for bill substitutes
  - We will be adopting this process from the Sentencing Commission. A consent list tab will be on the tracker that will include bills with non-substantive substitutes. This list will be made available on the tracker prior to Monday's meeting so that you will have time to review. We will call for one vote to carry over previous positions for all bills listed on this consent list. Anybody can request any of the bills to be removed from the consent list to be further discussed if needed

# Running Documents



# CCJJ Bill Tracker / Report

- ▶ A list of bills tracked by CCJJ
  - Includes CCJJ position on each bill, AND
  - CCJJ-affiliated group's positions (if any), including USAAV+ Council
  - Available [here](#)
  
- ▶ A list of bills with the position of each group is distributed to legislators prior to legislative hearings



# USAAV+ Council Bill Tracker

- ▶ A list of bills tracked by the USAAV+ Council
  - Includes current position (if any), notes on discussion, vote totals, etc
  - Available [here](#)
- ▶ Pulled from the CCJJ tracker but will not include everything
  - And may include some additional bills
- ▶ If you want a bill added to the tracker, ask Liz
- ▶ Will be updated at least weekly





# Consent Items List

- ▷ A list of bills with suggested positions from staff
  - Limited to beyond scope / no position bills, or
  - New versions of bills we've considered with only minor changes
  
- ▷ Any council member may remove items from consent list by request, without discussion
  - Once list is final, we will take a motion and vote on the entire list
  
- ▷ Example [here](#)



# Council Comment vs. Public Comment



# Council Discussion vs. Public Comment

- ▶ Presentation
  - Anyone with expertise may describe / present a bill to the council
- ▶ Council discussion:
  - Council members will be given an opportunity to discuss the bill in advance of a vote
- ▶ Public comment
  - Members of the public will be given an opportunity to comment in advance of a vote

# OPMA Processes



# OPMA Processes - Generally

- ▷ Notice of each meeting posted publicly
- ▷ Recording and minutes of each meeting posted publicly



# Voting Records

- ▶ We must keep a record of the vote total AND of each individual vote ([UCA 52-4-203\(2\)\(a\)\(iv\)](#))
  - Will be done through the spreadsheet
- ▶ For non-unanimous votes, we must take a roll-call (UCA 52-4-207(9))

# USAAV+'s Vote on CCJJ



# USA AV+'s Vote on CCJJ

- ▶ The Chair of the Council holds a seat on CCJJ
- ▶ If the chair cannot attend CCJJ, the Vice Chair shall represent us at CCJJ
  - If vice chair cannot attend, we may be able to send a delegate - but they must be a member of the USA AV+ Council
  - Proper notice must be given to CCJJ in advance of meeting



# USAAV+'s Vote on CCJJ

- ▶ For bills up for vote at CCJJ where the USAAV+ Council **has taken a position to support or oppose**:
  - Chair's vote must reflect the Council's position
- ▶ For bills up for vote at CCJJ where the USAAV+ Council **has not yet taken a position** (or has taken **no position** or **beyond scope**):
  - Chair may exercise discretion to vote but will strive to honor the tenor of any discussion held at USAAV+ Council meetings, and the Council's values



# Director/Staff Responsibilities



# Director/Staff Responsibilities

- ▷ **Maintain meeting minutes/agendas/running documents**
- ▷ **Make sure proper protocol is followed according to statutes and bylaws**
- ▷ **Communicate on behalf of the Council**
  - Opposition statements
  - Testifying at committee meetings
  - Discussing issues with legislators / working groups

Fin!

