

**MEETING AGENDA      Adult System of Care - Auburn**11512 B Avenue  
Auburn, CA 95603**Meeting Description** Placer County Mental Health, Alcohol and Drug Advisory Board Executive Committee**Results Desired** Set agenda for meeting scheduled for February 24, 2020**Date** February 11, 2020 **Time** 4:30 PM **Location** Dewitt – Auburn

Scheduled Time			Actual Time		
Start	Stop	Total Hours	Start	Stop	Total Hours
<b>4:30</b>	<b>5:30</b>	1			
<b>Persons Attending</b>					
1	Geoff McLennan				
2	Yvonne Bond				
3	Lisa Cataldo				
4	Marie Osborne				
5	Kyleene Headrick				
<b>Items To Be Discussed</b>					
1	Create Regular Meeting Agenda (please indicate items on attached agenda worksheet)				
2	Confirm Guest Speaker				
3	Minutes of the January 14, 2020 Executive Committee Meeting				
4	Minutes of the January 27, 2020 Regular Meeting				
5	January Treasurer's Report				
<b>Materials Needed</b>				<b>Person Responsible</b>	
1	Agenda Worksheet			Kyleene Headrick	
2	BOS Handouts-None			Kyleene Headrick	
3	Board Member Attendance Sheet			Kyleene Headrick	
4	Guest Speaker List			Kyleene Headrick	
5	Treasurer Report			Kyleene Headrick	
6	Minutes of the Regular Meeting			Kyleene Headrick	
7	Minutes of the Executive Committee Meeting			Kyleene Headrick	
7	Membership Roster			Kyleene Headrick	
8	Waitlist			Kyleene Headrick	