



# County of Monterey

## Item No.5

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: 22-1133

December 07, 2022

**Introduced:** 11/23/2022

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

Consider receipt of the proposed Board of Supervisors Standing Committee Rotation Schedule.

#### RECOMMENDATION:

It is recommended that the Board of Supervisors receive the proposed Board of Supervisors Standing Committee Rotation Schedule.

#### SUMMARY:

Board Policy G-10 addresses Board of Supervisors (Board) Standing and Ad Hoc Committees, and Non-County Entities to which the Board makes appointments, and the process for making such appointments. The subject policy sets forth a rotating membership for standing committees with 3-year terms, commencing in January 2023. The incoming Chairperson concurs with the policy established by the Board and submits the proposed rotation schedule for standing committees in conformance with policy section VI.A.2. Consideration of the rotation schedule, confirmation of ad hoc committees, and appointments to non-county entities are scheduled to occur at the first Board meeting of the year (January 10, 2023).

#### DISCUSSION:

On January 11, 2022, the Board established a Board Appointments Policy Ad Hoc Committee to explore potential options as it relates to appointments to Board standing committees. On February 8, 2022, the Board received recommendations from the Ad Hoc Committee and directed staff to return to the Board at a subsequent meeting with policy language for rotating assignments.

On March 1, 2022, the Board received policy language which addressed the appointment process to Board Standing Committees, Ad Hoc committees, and Non-County Entities. Following deliberations, the Board formally adopted the policy language which established the rotation of appointments to standing committees, with 3-year terms, commencing in January 2023. A copy of said policy is attached to this report as Attachment A for the Board's reference. Following is a summary and status update as it relates to the appointment process for standing committees, ad hoc committees, and non-county entities.

#### **Standing Committees:**

As outlined in Board Policy G-10, membership on standing committees will be on a rotational basis sequentially by Supervisorial District. Membership on standing committees will be for a 3-year term, commencing in January 2023. In accordance with the policy, the incoming Chairperson has proposed a standing committee rotation schedule for the Board's receipt. A copy of the proposed rotation schedule is attached to this report as Attachment B for the Board's reference.

The policy contains several exceptions to the appointment to certain standing committees, as well as two

(2) provisions that allow supervisors the flexibility to decline to serve on a standing committee or to delegate membership to another supervisor. Policy exceptions to the appointments to certain standing committees are noted in section VI.A.7 of the attached policy.

Section VI.A.3 of the policy provides supervisors, whose district is in sequence, the ability to decline to serve on a standing committee, prior to the start of a term. This would result in the Supervisor in the district next in sequence serving the full 3-year membership term. Supervisors wishing to decline to serve on a standing committee, as outlined in the proposed schedule, are required to provide notice to the incoming Chairperson, County Administrative Officer, County Counsel and the Clerk of the Board by December 16, 2022.

Section VI.A.4 of the policy grants supervisors, whose district is in sequence, the ability to assign or delegate membership on a standing committee to another supervisor at the start of a term. Such assignment or delegation will require Board approval. Supervisors will be provided the opportunity to assign or delegate membership to another Board member at the first meeting of the year.

#### **Ad Hoc Committees/Non-County Entities**

As set forth in the policy, the appointment of ad hoc committees will continue as annual appointments. A detailed list of existing ad hoc committees, current membership, and their anticipated expiration dates will be submitted for Board confirmation at the first Board meeting of the year.

#### **Non-County Entities:**

Similar to ad hoc committees, the appointment to non-county entities is set to continue on an annual basis at the beginning of each calendar year. In accordance with the policy, the County Administrative Officer (CAO) has commenced soliciting interest from each supervisor regarding service on such entities. Once the information has been compiled, the CAO will confer with the incoming Chairperson who will then prepare recommendations for those entities for the Board's consideration on January 10, 2023.

Staff recommends that the Board deem this report and the proposed standing committee rotation schedule received. No further action is required from the Board at this time. Board consideration of the standing committee rotation schedule, confirmation of ad hoc committees, and appointment of non-county entities is set to occur on January 10, 2023.

#### **OTHER AGENCY INVOLVEMENT:**

The County Administrative Office coordinated with the Office of County Counsel and the incoming Chair of the Board of Supervisors (District 1).

#### **FINANCING:**

There are no financial impacts to the General Fund resultant to the Board receiving this report. Costs related to the operation of various boards, committees and commissions are funded in the appropriate departmental budget related to their operations.

#### **BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

The assignments of Board of Supervisors members and staff to boards, committees, and commissions for calendar year 2023 work to advance all categories of the Board's Strategic Initiatives.

Legistar File Number: 22-1133


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Mark a check to the related Board of Supervisors Strategic Initiatives

- X Economic Development
- X Administration
- X Health & Human Services
- X Infrastructure
- X Public Safety

Prepared by: Karina Bokanovich, Management Analyst II

Approved by: Charles J. McKee, County Administrative Officer

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Attachments:

Attachment A - Board Policy G-10

Attachment B - Proposed Standing Committee Rotational Schedule