



County of Monterey

Item No.

Board Report

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

Legistar File Number: 24-324

May 14, 2024

Introduced: 4/30/2024

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

Approve the proposed amendments to the Bylaws of the Monterey County Community Action Commission.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve the proposed amendments to the Bylaws of the Monterey County Community Action Commission.

SUMMARY/DISCUSSION:

Monterey County Department of Social Services (DSS) provides administration to the Monterey County Community Action Commission (CAC) through operation of the Community Action Partnership (CAP). CAP draws down federal Community Service Block Grant funding and partners with local service agencies to promote activities that lead to self sufficiency for the most vulnerable populations within Monterey County under the guidance of the California Department of Community Services and Development.

In accordance with the California Government Code, Chapter 9, Article 6, Section 12751, the CAP must be overseen by a tripartite board comprised of members from each district within the county and represent one of three constituencies: public, private, and low-income sectors. To ensure the Bylaws remain current and reflect the present needs of our community, a review and revision were conducted by an ad-hoc committee of Community Action Commissioners. The current version was approved by the Board of Supervisors in January 2017.

The full Community Action Commission has reviewed and endorsed the revision to the Bylaws. The Community Action Commission Bylaws were revised to reflect needed changes in the following areas:

1. Reorganized the sequence of sections to better support continuity and organization.
2. Included hyperlinks to facilitate referenced documents and legal references: Resolution 80-12, Government Code 12751, procedures of the Brown Act, Monterey County Personnel Policies and Practices Resolution - Hearings, Conflict of Interest Statement, AB 1234, Government Code 54952, Monterey County Travel and Business Expense Reimbursement Policy, Department of Social Services Retention Policy, and Next Request.
3. Updated relevant areas of the bylaws to be consistent with newly revised changes to the federal CSBG Act.

4. Established an additional officer position of Secretary to better support the documentation needs of the commission body.
5. Updated relevant areas of the bylaws to be consistent with newly revised changes to the Brown Act.
6. Formatting revisions that did not change the scope of existing bylaws language.

OTHER AGENCY INVOLVEMENT:

The drafted changes to the bylaws were approved by the Community Action Commission on April 15, 2024. County Counsel provided input to the CAC and has approved the bylaws as to form.

FINANCING:

Approval of this action has no impact on the County General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The revision of Community Action Commission Bylaws in correlation to changes to the Brown Act to better support continuity and organization of the commission. As a result, it correlates to the Administration Strategic Initiative adopted by the Board of Supervisors by promoting an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability, and transparency.

Prepared by: Adriana Narez-Tapia, Management Analyst II, x4447



Approved by: Lori A. Medina, Director, x4430

Attachments: Proposed CAC Bylaws (clean version)
Current CAC Bylaws (redlined)