



Agenda Submittal

Agenda #: 30 **Status:** Consent Calendar
Type: Appointment **Department:** First 5 Solano
File #: 20-533 **Contact:** Michele Harris, 784-1335
Agenda date: 7/28/2020 **Final action:** 7/28/2020
Title: Consider approving the Solano Children's Alliance updated bylaws; Approving the membership appointments of Cheryl Countee, Angel Aguilar, and Tonya Burns to the Solano Children's Alliance for the term of July 28, 2020 to July 28, 2024; and Approving the appointment of alternates Araceli Lopez, Christina Sinohui, and Eliza Lehrke to the Solano Children's Alliance for the term of July 28, 2020 to July 28, 2024
Governing body: Board of Supervisors
District: All
Attachments: 1. A - Current Bylaws, 2. B - Proposed Bylaws, 3. C - Membership Roster, 4. Minute Order

Date	Ver.	Action By	Action	Result
7/28/2020	1	Board of Supervisors		

Published Notice Required? Yes _____ No X

Public Hearing Required? Yes _____ No X

DEPARTMENTAL RECOMMENDATION:

First 5 Solano/County Administrator's Office recommends the Board of Supervisors consider approving the Solano Children's Alliance (SCA) updated bylaws, approving the membership appointments of Cheryl Countee, Angel Aguilar, and Tonya Burns to the Solano Children's Alliance for the term of July of July 28, 2020 to July 28, 2024, and approving the appointments of alternates Araceli Lopez (alternate for Cheryl Countee), Christia Sinohui (alternate for Angel Aguilar), and Eliza Lehrke (alternate for Tonya Burns).

SUMMARY:

In a recent review of the SCA bylaws, there were several areas that were recommended by the SCA for updating and clarification, including:

1. Clarification that the appointment term of the Board of Supervisors member is one year, consistent with the Board Committee appointment schedule.
2. Changed the quorum requirements to a majority of the filled members, rather than total members.
3. Includes language clarifying when a member may be recommended for removal from the SCA, including if a member should fail to attend two meetings in a calendar year without their absence being excused by the Executive Committee. The Board Member appointee is excluded from the removal criteria.

In addition to the substantive changes above, the bylaws were also reorganized for improved flow of the narrative sections.

Both versions of the bylaws (previously approved and currently proposed with changes) can be viewed in Attachments A & B.

In addition to the changes in the bylaws, this item brings forward several member and alternate appointments for the Board's consideration. The proposed roster of members and alternates are included in Attachment C.

FINANCIAL IMPACT:

The cost associated with preparing this agenda item is nominal and absorbed by the Department's FY2020/21 Preliminary Budget. There is no financial impact for this decision; approval will assist the SCA to reach a quorum to conduct their business.

DISCUSSION:

Bylaws

The SCA is requesting revisions in several areas. Current bylaws allow for all members to serve a four-year term. The first proposed revision clarifies that the Board of Supervisors member appointment term is a one-year appointment coinciding with the calendar year and the Board's Committee appointment schedule. The second revision updates the quorum guidelines. The SCA is recommending that a simple majority of filled member positions, rather than the total number member positions constitute a quorum for meetings and all voting requirements.

The third revision clarifies when the Executive Committee of the SCA may recommend to the Board to remove a member, allowing another member to be appointed in the member's place. Recommendation for removal includes when a member fails to attend more than two meetings in a calendar year without being excused by the Executive Committee. This will allow the SCA to recommend removal of members who are no longer engaged with the SCA and have no contact with the Executive Committee. The Board of Supervisor's member is excluded from the removal criteria.

All of the changes are to ensure the bylaws are consistent with current practice, and to assist the SCA with member attendance and voting to ensure the SCA is able to conduct their business on a timely basis. The bylaws have also been reorganized for consistency and flow.

The Solano Children's Alliance reviewed and approved the bylaws on May 6, 2020 and their Executive Committee recommends adoption of the revisions.

Appointments:

The Alliance consists of 20 voting members recommended by the Alliance Executive Committee and appointed by the Board of Supervisors. This agenda item also brings forward three member appointments as recommended by the SCA Executive Committee pursuant to the bylaws:

- Appointment Cheryl Countee, Assistant Director, Human Resources, Fairfield Suisun Unified School District for category of Local School District
- Appointment of Angel Aguilar, Director, Solano Family Justice Center, for category of Solano County District Attorney's Office
- Appointment of Tonya Burns, Executive Director, Child Haven, Inc. for the category of Community Based Organization that provides Services to Children and Families

This item also brings forward three appointments of alternates pursuant to the revised bylaws. The proposed alternates and their membership categories are:

- Appointment of alternate Araceli Lopez, Principal, Anna Kyle Elementary School, Fairfield Suisun Unified School District, for category of Local School District (alternate for Cheryl Countee).
- Appointment of alternate Christina Sinohui, Social Worker, Solano Family Justice Center, for the category of Solano County District Attorney's Office (alternate for Angel Aguilar).
- Appointment of alternate Eliza Lehrke, Clinical Director, Child Haven, Inc. for the category of

Community Based Organization that Provides Services to Families and Youth (alternate for Tonya Burns).

The proposed appointment of members and alternates are included in the Proposed Membership Roster (Attachment C).

ALTERNATIVES:

The Board could choose not to approve the revised SCA bylaws, and the appointments of members and/or alternates. This is not recommended as each of these will assist the Alliance in conducting its responsibility to support children's issues in Solano County.

OTHER AGENCY INVOLVEMENT:

The revised SCA bylaws have been recommended by the SCA and reviewed by County Counsel. The membership appointments and alternates have been reviewed and recommended by the Executive Committee of the SCA.