

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION FORMALIZING A PROCESS FOR THE ANNUAL ROTATION OF OFFICERS OF THE SAN MATEO COUNTY BOARD OF SUPERVISORS

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, this Board has a longstanding practice of electing a new President and Vice President each year at the Board's annual reorganization meeting, which typically takes place at the first regular Board meeting in January; and

WHEREAS, the Board has a longstanding practice of electing its President and Vice President annually based on a rotation system by which the outgoing President moves to the end of the rotation after serving a one-year term; the Vice President is elected President for a one-year term; and the Board member who has served longest on the Board is elected Vice President for a one-year term; and

WHEREAS, under this rotation system, at the annual reorganization meeting, newly elected or appointed Board members are added to the end of the rotation before the outgoing President; and

WHEREAS, under this rotation system, Board members who are elected, or appointed to fill a vacancy at a meeting that is not the annual reorganization meeting, are added to the end of the rotation at the time they take office, after all currently serving Board members; and

WHEREAS, electing the Board President and Vice President using a rotation system advances several important democratic principles, including allowing all Board members to serve as Board President; creating equitable representation for the County's five supervisorial districts; balancing the priorities and opinions of the Board's members; promoting equity and diversity; and ensuring the orderly and predictable transition of the Board presidency; and

WHEREAS, formalizing the Board's practices with respect to the rotation of officers will foster good governance; and

WHEREAS, the Board wishes to formalize its practice of electing Board officers annually using a rotation system; and

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED as follows:

1. The term of the President and Vice President of the Board of Supervisors shall be approximately one year in length commencing with the annual Reorganization Meeting of the Board, which typically takes place at the first regular Board meeting in January of each year, and ending when replacements are elected at the next annual Reorganization Meeting.
2. Subject to the provisions set forth in paragraph 3, at the annual Reorganization Meeting, the Board shall elect officers as follows: The Vice President shall be elected President, and the next person in order on the Rotation List, as described below, shall be elected Vice President.
3. The Rotation List shall be updated as follows:

- a) At each Reorganization Meeting, the outgoing President shall be placed at the end of the Rotation List (behind all other Board members), and each other re-elected or continuing Board member shall move ahead one spot on the Rotation List.
- b) At each Reorganization Meeting, all newly elected or appointed Board members will be added to the Rotation List ahead of the outgoing President and behind all re-elected and/or continuing Board members already on the Rotation List.
- c) All Board members elected, or appointed to fill a vacancy at any meeting other than the annual Reorganization Meeting, shall be added to the end of the Rotation List as of the date they take office.
- d) In the event two or more Board members take office at the same time, either by election or appointment, the newly elected or appointed Board members will be placed on the Rotation List in the order determined by a random draw as determined and presided over by the Clerk of the Board at the first regular Board meeting following the date the new members take office.
- e) If a Board member declines to serve as either President or Vice President when it is that Board member's turn to serve in either office, the declining Board member shall be placed at the end of the Rotation List, and the Board member next in line on the Rotation List to assume that office shall be elected to fill the role.

- f) In the event the President does not complete their term in such office, the Vice President will serve as President for the balance of the vacant term, and the Board member next in line on the Rotation List to assume the office of Vice President will serve as Vice President for the balance of the vacant term. Each officer shall then be elected to serve the entirety of the following term in the same role unless such member desires to return to the end of the Rotation List at the first Reorganization Meeting after the vacancy is filled.
 - g) In the event the Vice President does not complete their term in such office, the Board member next in line on the Rotation List to assume that office will serve for the balance of the vacant term. At the first Reorganization Meeting after the vacancy is filled, the Vice President shall be elected President and the next person in line on the Rotation List shall be elected Vice President.
- 4. Notwithstanding anything to the contrary above, the Board may suspend the above procedures by a motion passed by a vote of at least four Board members and may proceed to elect officers and amend the Rotation List by a subsequent vote of a simple majority of Board members.
 - 5. At a Board meeting before the Reorganization Meeting in January 2024, the Clerk of the Board shall, by random draw, determine the order in which the Board members elected in 2022 shall be placed on the Rotation List.

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