

## **RESOLUTION NO. .**

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

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### **RESOLUTION AUTHORIZING AN INCREASE IN THE NUMBER OF VOTING MEMBERS OF THE SAN MATEO COUNTY LESBIAN, GAY, BISEXUAL, TRANSGENDER, AND QUEER COMMISSION FROM NINE (9) TO ELEVEN (11).**

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

**WHEREAS**, on June 3, 2014, this Board unanimously approved a resolution to establish the San Mateo County LGBTQ Commission ("Commission"), the first such county or city commission in California; and

**WHEREAS**, the resolution establishing the Commission provided for a total of nine (9) Commission members; and

**WHEREAS**, one of the purposes of the Commission is to provide a voice for the diverse LGBTQ community whose members cross all ethnic and cultural divisions; and

**WHEREAS**, after interviewing potential Commission members, the organizers have determined, and the Board believes, that it would be beneficial to increase the Commission's membership to eleven (11) members to allow for broader and more comprehensive representation of the diverse LGBTQ community.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the voting membership of the San Mateo County LGBTQ Commission shall be increased

from nine (9) to eleven (11). In order to reflect the increased membership, certain provisions of the Board's June 3, 2014 Resolution establishing the Commission are restated and revised as follows:

## 2. MEMBERSHIP.

The commission shall consist of eleven (11) voting members who shall be residents of the County of San Mateo. Members shall be appointed by a majority vote of the Board of Supervisors, and shall serve at the pleasure thereof.

The following criteria shall be used in appointing Commission members:

- a. Members shall have an abiding interest in furthering the equality and well-being of LGBTQ individuals.
- b. Consideration shall be given to the applicant's community contacts to the extent relevant to the fulfillment of the mission of the Commission.
- c. Members should have sufficient time and resources to carry out the necessary responsibilities.

Outreach efforts shall be made to maximize the likelihood that members of the Commission reflect the diversity of San Mateo County in terms of ethnicity, gender, and age.

## 3. TERMS

Initial terms shall be staggered to help ensure the continuity of the Commission. For the initial appointment of members, six members shall be appointed to serve terms of three (3) years; and five members shall be appointed to serve terms of

two (2) years. Thereafter, each of the terms shall be three (3) year terms. Upon the conclusion of a term, a member may be reappointed subject to a maximum of four full three (3) year terms. This limit shall not include the two- and one-year partial terms to which members may be appointed at the beginning of their service, or holdover service caused by delay in appointing replacement at the end of the member's term of service. In the event that a vacancy shall occur on the Commission during the term of any member, the Board of Supervisors shall appoint a replacement who shall serve the rest of that member's term.

Terms shall begin on July 1 of the year of appointment and end on June 30.

Initial terms at the formation of the Commission may begin any time on or after July 1, 2014, and shall end on June 30 of the applicable year depending on the length of the member's initial term.

#### 4. ORGANIZATION.

The Commission shall adopt rules for the conduct of its own business, including but not limited to, the following provisions:

- a. The Commission shall annually select, by majority vote, a Chair and a Vice Chair.
- b. The Commission shall meet at least 6 times a year, unless otherwise determined by majority vote of the Commission.
- c. Commission action may be taken only by a majority vote of all members. A majority vote is defined as a majority of the authorized membership,

meaning a minimum of six (6) votes.

- d. The Commission shall have the authority to establish *ad hoc* committees and appoint non-voting volunteer committee membership from the community. These *ad hoc* committees will serve the sole purpose of developing and making recommendations to the Commission.
- e. The Commission shall work with the Human Resources Department as administrative liaison, as authorized by the Board of Supervisors.
- f. The Commission shall establish the time and place of its regular meetings.
- g. All meetings of the Commission or committees thereof shall be subject to the open meeting requirements of the Government Code, specifically, the Brown Act, section 54950, *et seq.*
- h. All documents and reports generated by the Commission shall be subject to the provisions of the Public Records Act, specifically, Government Code section 6254 *et seq.*
- i. Except to the extent that this resolution sets forth different rules or processes, the Commission will comply with all standing rules for County boards, commissions and advisory committees that are established by the Board of Supervisors.

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