



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 6, 2015

Subject: PROPOSED 2016 MEETING SCHEDULE FOR THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS

RECOMMENDATION(S):

ADOPT the attached proposed 2016 meeting schedule for the Contra Costa County Board of Supervisors, including the cancelation of those meetings at which it is anticipated there will not be a quorum of Board members present, as well as noting the following scheduled special events: the Board's Annual Reorganization on January 5; the Dr. Martin Luther King, Jr. Celebration on January 19; the annual Board retreat on January 26; the Cesar Chavez Commemorative Celebration on March 29; Annual Budget Hearings and Adoption on April 19 and May 10, respectively; and the Veterans Day Recognition on November 8.

FISCAL IMPACT:

None.

BACKGROUND:

Each year, the Board of Supervisors adopts a meeting schedule that designates regular meeting dates and any dates on which meetings must be canceled in anticipation that a quorum of the Board will not be present. In past years, the Board has canceled those meetings that fall during a week with a County holiday, the fifth Tuesday of a month, and Tuesdays that fall during those weeks in which the annual policy and legislative meetings of

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **10/06/2015** ☐ APPROVED AS RECOMMENDED ☒ OTHER

Clerks Notes: See Addendum

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Federal D. Glover, District V Supervisor

NO: Karen Mitchoff, District IV Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 6, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Julie DiMaggio Enea
925.335.1077

cc:

the National Association of Counties (NACo) and the California State of Counties (CSAC) are held:

BACKGROUND: (CONT'D)

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<u>Conference</u>	<u>Dates</u>	<u>Location</u>
NACo Legislative Conference	February 20-24, 2016	Washington, D.C.
CSAC Legislative Conference	May 18-19, 2016	Sacramento, CA
NACo Annual Conference & Exposition	July 22-25, 2016	Long Beach, CA
CSAC Annual Meeting	November 29-December 2, 2016	Riverside, CA

The proposed meeting schedule provides 33 meetings for the Contra Costa County Board of Supervisors and 11 meetings for each the Contra Costa County Fire Protection District Board of Directors and the Housing Authority of Contra Costa Board of Commissioners. The proposed meeting schedule takes into consideration County holidays and those Tuesdays that fall during those weeks in February, May, July and November in which the annual policy and legislative meetings of the National Association of Counties (NACo) and the California State Association of Counties (CSAC) are held. The proposed meeting schedule recognizes the time demands on the Board of Supervisors members due to their participation on Board standing committees, and numerous regional and local legislative bodies and task forces, which require preparation, attendance, and involve travel. The proposed schedule also recognizes the fact that the County is a lean organization in terms of management and administrative staff, whose attendance is often required at Board of Supervisors meetings. There are legal provisions to schedule a special meeting to address any urgent need that cannot be accommodated in the standing meeting schedule.

The attached 2016 proposed meeting schedule has been prepared in consultation with the incoming Board Chair, the County Administrator, Fire Chief and the Housing Authority Executive Director, and is recommended for the Board's adoption. The Fire District and Housing Authority will take independent action to adopt their meeting schedules.

CONSEQUENCE OF NEGATIVE ACTION:

None.

CLERK'S ADDENDUM

ADOPTED the 2016 meeting schedule as amended to: add a meeting on March 15, May 03, October 18 and cancel a meeting on October 4. (Updated schedule attached).

ATTACHMENTS

Proposed 2016 Board of Supervisors Meeting Schedule