



**Contra
Costa
County**

To: Contra Costa County Housing Authority Board of Commissioners

From: Joseph Villarreal, Housing Authority

Date: October 17, 2017

Subject: PROPOSED 2018 MEETING SCHEDULE FOR THE HOUSING AUTHORITY BOARD OF COMMISSIONERS

RECOMMENDATIONS

ADOPT the proposed 2018 meeting schedule for the Housing Authority of the County of Contra Costa Board of Commissioners, which has been coordinated with the Contra County Board of Supervisors and the Contra Costa County Fire Protection District Board of Directors:

January 16

February 13

March 13

April 10

May 22

June 12

July 10

August 7

September 18

October 9

November 13

Action of Board On: **10/17/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
Candace Andersen,
Commissioner
Diane Burgis, Commissioner
Karen Mitchoff,
Commissioner
Federal D. Glover,
Commissioner
Jannel George-Oden,
Commissioner

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 17, 2017

Joseph Villarreal, Executive Director

ABSENT: Fay Nathaniel, Commissioner

By: June McHuen, Deputy

Contact: Joseph Villarreal
925.957.8011

cc:

December 11

BACKGROUND

Each year, the Board of Commissioners 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 order to provide for at least one monthly meeting, the proposed schedule works around those Tuesdays that fall during a week with a holiday, the fifth Tuesday of a month, and Tuesdays that fall during those weeks in March, May, July, and November in which the annual policy and legislative meetings of the National Association of Counties (NACo) and the California State of Counties (CSAC) are attended by one or more of our Commissioners. The proposed meeting schedule provides 12 meetings for the Board of Commissioners and has been coordinated with the Contra Costa County Board of Supervisors and the Contra Costa County Fire Protection District. The proposed meeting schedule recognizes the time demands on the Board members due to their participation on committees, and numerous regional and local legislative bodies and task forces, which require preparation, attendance, and involve travel. There are legal provisions to schedule a special meeting to address any urgent need that cannot be accommodated in the standing meeting schedule.

The 2018 proposed meeting schedule has been prepared in consultation with the incoming Board Chair, the County Administrator, and the Fire Chief, and is recommended for the Board's adoption. The Board of Supervisors has already adopted its schedule, and the Fire District will take independent action to adopt its meeting schedule.

CLERK'S ADDENDUM