



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: October 19, 2021

Subject: 2022 Meeting Schedule for the Contra Costa County Board of Supervisors

RECOMMENDATION(S):

ADOPT the attached proposed 2022 meeting schedule for the Contra Costa County Board of Supervisors, including the cancellation 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 11; the Dr. Martin Luther King, Jr. Celebration on January 18; the annual Board retreat on January 25; the Cesar Chavez Commemorative Celebration on March 29; Annual Budget Hearings and Adoption on April 12 and May 10, respectively; the Truth Forum on July 26, a 9-11 Day of Remembrance on September 13; 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. The proposed 2022 meeting schedule, attached, has been prepared in consultation with the incoming Board Chair, Fire Chief and the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/19/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V 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 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Jami Morritt
925-655-2005

cc:

Housing Authority Executive Director. The schedule provides 32 meetings for the Contra Costa County Board of Supervisors, 12 meetings for the Contra Costa County Fire Protection District Board of Directors and 5 meetings for the

BACKGROUND: (CONT'D)

Housing Authority of

Contra Costa Board of Commissioners. The Fire District and Housing Authority will take independent action to adopt their meeting schedules.

As in past years, we are recommending that the Board cancel those meetings that occur during a week with a County holiday and Tuesdays that fall during those weeks in which the annual policy and legislative meetings of the National Association of Counties (NACo) and the California State of Counties (CSAC) are held:

Conference and Dates

NACo Legislative Conference February 12-16, 2022

CSAC Legislative Conference April 20-21, 2022

NACo Annual Conference July 21-22, 2022

CSAC Annual Meeting November 14-18, 2022

Several seasonal breaks have also been designated in the Board's meeting schedule, in recognition of both time away needed for vacations and time demands on the Board members due to their participation on Board standing committees, and regional and local legislative bodies and task forces. Since each of these require individual preparation, attendance, and travel, we are recommending seasonal breaks to accommodate these needs. Should it be necessary, there are legal provisions to schedule a special meeting to address any urgent need that cannot be accommodated in the standing meeting schedule.

CONSEQUENCE OF NEGATIVE ACTION:

Early adoption of a meeting schedule enables staff to effectively plan and manage the Board's calendar and obtain the necessary authority to conduct the County's daily business. To the extent that the Board does not adopt a new year meeting schedule, staff will be hindered in these efforts.

ATTACHMENTS

Draft 2022 BOS Schedule