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ORDINANCE NO. _____

**AN ORDINANCE TO ESTABLISH A HUMAN RIGHTS COMMISSION
IN EL DORADO COUNTY**

**THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO DOES
ORDAIN AS FOLLOWS:**

Section 1. Article XIV. – Human Rights Commission, Chapter 2.20.1100 is hereby added to the El Dorado County Ordinance Code as follows:

This article shall be known as the Human Rights Commission Ordinance.

2.20.1100 – Established

The El Dorado County Commission on Human Rights is hereby established pursuant to Government Code sections 50260-50265.

2.20.1101 – Purpose

The purpose of the Human Rights Commission is to promote tolerance and mutual respect among all persons, and to foster peaceful relations in the interest of preserving the public peace among residents of different races, religions, national origins, and the other characteristics listed in Government Code section 11135.

2.20.1102 – Membership

- A. All member appointments shall be approved by majority vote of the Board.
- B. The Commission shall consist of seven (7) members comprised of the following:
 - 1. Two (2) members shall be from the current members of the Board, appointed by majority vote of the Board at a regular meeting
 - 2. Each member of the Board shall nominate one (1) member who is a full-time resident of their respective five (5) Supervisorial Districts to serve on the commission. These members shall be referred to as Resident Members. Prior to official nomination,

Resident Members are required to submit a completed committee/commission application prescribed by the Clerk of the Board. The Board may establish a policy or other procedure to address occurrences where more than one (1) resident applies for a single vacancy.

- C. In selecting the membership of the commission, the Board shall take into consideration, among other things, people from groups of various race, religious creed, color, national origin, ancestry, physical disability, mental disability, marital status, gender, sexual orientation, socioeconomic status, or civic interest, and people from other groups subject to prejudice and discrimination.

2.20.1103 – Resident Member Term

- A. The term of Resident members shall be coterminous with the term of the nominating Supervisor.
- B. The Board may remove any commission member by majority vote at a regular or special meeting.
- C. In the event a Resident Member is absent from three (3) consecutive meetings of the commission, her/his appointment shall become automatically vacant at the fourth such consecutive meeting of the commission.

2.20.1104 – Resident Member Vacancies

In the event a Resident Member vacancy occurs during the term of an appointment, the commission Chair or Vice-Chair is responsible for notifying the nominating Supervisor and the Clerk of the Board within three (3) business days following the date the vacancy was known. The Clerk of the Board (or designee) will cause a Notice of Vacancy to be posted pursuant to Government Code section 54974. The Board shall consider appointments pursuant to section 2.20.1102 – Membership.

2.20.1105 – Officers and their duties

The members of the commission shall select a Chair, a Vice Chair and a Secretary. The Chair shall preside at all meetings and shall provide the agenda for such meetings. The Vice Chair shall preside in the absence of the Chair and shall assist the Chair in the conduct of all meetings. The Secretary shall keep the minutes of all meetings, prepare correspondence as needed, post meeting agendas in a location that is freely accessible to the public pursuant to the Ralph M. Brown Act (Government code §54950 et. seq.) and send meeting agendas to the County Office of the Clerk of the Board for posting on a webpage designated by the county.

2.20.1106 – Meetings

- A. The commission shall hold regular meetings not less than once per quarter at such time and place adopted by the commission. Special meetings of the commission may be called by the commission Chair or, in her/his absence or unavailability, the Vice-Chair.

- B. All meeting agendas shall be posted/published pursuant to the Ralph M. Brown Act (Government code §54950 et. seq.)

2.20.1107 – Quorum

For a regular or special meeting of the commission, a quorum consists of no less than four (4) members. No action taken at a regular or special meeting of the commission shall be valid unless approved by a majority of the members of the commission present and voting, and unless a quorum of the commission members are present. If a quorum cannot be reached for a given meeting, no actions may be taken and the meeting may be cancelled at the discretion of the Chair, or Vice-Chair in the absence of the Chair.

2.20.1108 – Commission Responsibilities

It shall be the responsibility of the commission:

- A. To foster mutual respect and understanding among all groups of people, including people subject to prejudice and discrimination due to race, creed, color, national origin, ancestry, physical disability, mental disability, marital status, gender, sexual orientation, socioeconomic status, civic interest, or any other factors.
- B. To make any studies in any field of human relationships in the County as, in the judgment of the Commission, will aid in effectuating its general purposes.
- C. To inquire into incidents of tension and conflict among or between people, including people subject to prejudice and discrimination due to race, religious creed, color, national origin, ancestry, physical disability, mental disability, marital status, gender, sexual orientation, socioeconomic status, civic interest, or any other factors, and to take action by means of conciliation, conference and persuasion to alleviate those tensions and conflict.
- D. To conduct and recommend any educational programs as, in the judgment of the Commission, will increase good will among inhabitants of the County and open new opportunities into all phases of community life for all inhabitants.
- E. To hold public meetings in the interest of the constructive resolution of tensions, prejudice, and discrimination among or between groups of people, including people subject to prejudice and discrimination due to race, religious creed, color, national origin, ancestry, physical disability, mental disability, marital status, gender, sexual orientation, socioeconomic status or civic interest.
- F. To submit regular and special meeting minutes to the County Office of the Clerk of the Board within 10 business days following a meeting and to submit an annual report to the Board.

2.20.1108 – Subcommittees

Subcommittees may be established by the Commission at a regular meeting to address specific topics or projects of limited scope, and shall be in place for not more than 6 months from the date the subcommittee is established. Membership of any subcommittee must be comprised solely of less than a quorum of the commission and must include at least one member of the Board of Supervisors appointed to the commission. Subcommittees are Ad Hoc in nature and not subject to the Brown Act so long as the term and scope of any subcommittee are limited.

2.20.1109 – Compensation

Resident Members of the commission serve as volunteers and are not compensated.

2.20.1110 – Bylaws

The Committee may establish Bylaws. Bylaws or amendments thereto must be approved by majority vote of the Board at a regular meeting before taking effect.

2.20.1111 – Initial Term of Commission

The Board seeks to ensure the commission functions to its designed purpose. From the effective date of this ordinance, the Board hereby establishes a one (1) year evaluation term for the commission. The commission shall become inoperative one (1) year from the effective date of this ordinance unless extended by the Board at a regular meeting and pursuant to Government Code 25120 et. seq.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the _____ day of _____, 2018, by the following vote of said Board:

ATTEST

JAMES S. MITRISIN

Clerk of the Board of Supervisors

Ayes:

By _____

Deputy Clerk

Noes:

Absent:

Chair, Board of Supervisors

APPROVED AS TO FORM

MICHAEL J. CICCOZZI
COUNTY COUNSEL

By: _____

Title: _____

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