



## Legislation Text

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**File #:** 22-1777, **Version:** 1

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Health and Human Services Agency (HHSA) recommending the Board receive and approve amended Community Action Council (CAC) Bylaws, on recommendation of the CAC which acts as an advisory council to the Board and HHSA on issues affecting low-income residents of the County.

**FUNDING:** N/A

**DISCUSSION / BACKGROUND:**

The Community Action Agency (CAC) in El Dorado County advises the El Dorado County Health and Human Services Agency (HHSA), Community Services Division as well as the Board of Supervisors on issues affecting low-income residents of the County. In accordance with the Community Services Block Grant Program regulations, Title 42 United States Code 9910(b), a Community Action Council consists of at least one-third low-income community members, one-third public officials, and up to one-third private sector leaders. This board structure is defined by federal statute and is known as a tripartite board. CAC meetings are held monthly and bring together community members focusing on low-income programs and activities. CAC members' responsibilities include advocating for community and agency low-income programs, increasing program participation, community networking, and in the planning and accepting of a Community Needs Assessment.

The CAC currently operates under the Bylaws amended and approved by the Board of Supervisors on March 17, 2015 (File ID: 08-1716). In accordance with California Government Code Section 12750, the CAC Bylaws are to be reviewed on an "as needed" basis. At the regularly scheduled CAC meeting on January 27, 2021, a motion was made to review the Bylaws at the subsequent meeting that was held on February 24, 2021. The Bylaws were reviewed, updated, and submitted to County Counsel on April 30, 2021, for review. County Counsel requested revisions, so CAC worked with staff to incorporate those revisions.

A follow up meeting of the CAC was held on July 28, 2021, where additional updates were made to the Bylaws. The revisions to the Bylaws include but are not limited to: clarification that CAC representatives must reside in El Dorado County; specifying the Executive Director designee's responsibilities; changes to membership and terms of office, and that all Council activities shall be conducted in accordance with the Board of Supervisors Policy regarding "Boards, Commissions, and Committees." The updated Bylaws were reviewed and approved by County Counsel on October 12, 2022.

At this time, the CAC is recommending the Board approve the amended Bylaws, as approved by the CAC with a unanimous vote at their October 26, 2022, CAC meeting.

**ALTERNATIVES:**

Should the Board decline to approve this recommendation, the CAC would continue to follow the current Bylaws.

**PRIOR BOARD ACTION:**

03/17/15, 08-1716 Version 2, Agenda No. 3, CAC Bylaws Amendment  
12/09/08, 08-1716 Version 1, Agenda No. 8, CAC Bylaws Amendment

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

Approved by County Counsel.

**CAO RECOMMENDATION:**

Approve as recommended.

**FINANCIAL IMPACT:**

There is no financial impact associated with this item.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Clerk of the Board to provide the Health and Human Services Agency one certified minute order reflecting Board approval of this amendment to the CAC Bylaws, at 3057 Briw Road, Suite B, Contracts Unit.

**STRATEGIC PLAN COMPONENT:**

Healthy Communities and Good Governance

**CONTACT**

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