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**COUNTY OF SACRAMENTO  
CALIFORNIA**

For the Agenda of:  
March 15, 2005

**APPROVED**  
BOARD OF SUPERVISORS  
2005-0284  
MAR 15 2005

*Cindy A. Turner*  
By \_\_\_\_\_  
Clerk of the Board

To: Board of Supervisors

From: Countywide Services Agency

Subject: Amend Human Services Coordinating Council Establishing Resolution

Contact: Linda Ward, Senior Administrative Analyst, 874-5843

**Overview**

The Human Services Coordinating Council (HSCC) serves as an advisory body to the Sacramento County Board of Supervisors on matters relating to health and human services planning and policy issues. On October 14, 2004, the HSCC amended its bylaws. This request is to amend the HSCC establishing resolution to reflect the amended bylaws

**Recommendation**

Approve the attached resolution amending the HSCC establishing resolution, last amended by Resolution #2002-1161.

**Financial Impact**

None

**BACKGROUND:**

The Human Services Coordinating Council (HSCC) serves as an advisory body to your Board on matters relating to health and human services planning and policy issues. Membership is by appointment of your Board. In September 2002 your Board approved Resolution #2002-1161, which amended the HSCC establishing resolution to reflect bylaw changes. On October 14, 2004, the HSCC again made changes to its bylaws. This request is to amend the HSCC establishing resolution to reflect the bylaws changes made in October 2004.

The attached resolution reflects three specific changes to the HSCC bylaws:

1. Removes the requirement that each member of the HSSC be a resident at time of appointment; and changes the designation of community at large member to community member who must be resident of Sacramento County.
2. Changes the name of the Public Protection Agency to the Countywide Services Agency to reflect the reorganization of that Agency.
3. Changes the attendance policy by eliminating excused absences.



**DISCUSSION:**

Community Members

Previously, the bylaws stated that each member of the HSCC shall be a resident of Sacramento County. However, the members who represent the member advisory boards are appointed by those boards and do not go through the HSCC interview and appointment process. Some of the member advisory boards allow members to live outside Sacramento County if they work in Sacramento. The four at large community member applicants are the only ones to go through the HSCC interview and appointment process and are therefore the only ones who can be asked to meet the residence requirement. In order to more accurately reflect the desire of HSCC to attract members of communities, the community at large seats have been designated simply as community seats.

Countywide Services Agency

Changing the Public Protection Agency to the Countywide Services Agency reflects the reorganization of that Agency.

Unexcused Absences

Previously, the attendance policy stated that any member who is absent for three consecutive meetings, or attends fewer than 75% of the meetings held in a year, "without justification or excuse," shall automatically cease to be a member of the Council. As long as a member called the office by the day of the meeting, that member could miss literally every meeting without automatic removal. This bylaw change eliminates unexcused absences. The appointment process allows a member to appeal the automatic removal if the third absence had been unavoidable, due to illness or emergency.

**FINANCIAL ANALYSIS:**

No impact.

Respectfully submitted,

APPROVED:

\_\_\_\_\_  
PENELOPE CLARKE, Administrator  
Countywide Services Agency

\_\_\_\_\_  
TERRY SCHUTTEN  
County Executive

Attachment

# Sacramento County Agenda and Record Processing Application Approval List

Page 1

Approval List for Agenda Item 104708

03/07/2005 Approved

Penelope Clarke

RESOLUTION NO. 2005-0284

RESOLUTION AMENDING THE ESTABLISHING RESOLUTION OF THE HUMAN SERVICES COORDINATING COUNCIL, LAST AMENDED BY RESOLUTION #2002-1161

**WHEREAS**, during the past two decades, the advisory bodies have served in an active leadership role in the areas of health, mental health, alcohol and drug use, welfare and children and senior services;

**WHEREAS**, Sacramento County has undertaken to fully integrate the Sacramento County human services delivery system;

**WHEREAS**, in order to facilitate the County's reorganization of its human services deliver system, representatives of the County's human services advisory bodies choose to come together in order to achieve a united and effective voice for Sacramento residents who need health and human services;

**WHEREAS**, the Board of Supervisors recognizes the importance and necessity of local control in the coordination and planning of an integrated approach to the delivery of health and human services in Sacramento County;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of the County of Sacramento, a political subdivision of the State of California, as follows:

The Board of Supervisors hereby creates and establishes the Sacramento County Human Services Coordinating Council which shall serve as an advisory body to the Board of Supervisors on matters relating to human services planning and policy issues.

The Human Services Coordination Council shall be responsible for: 1) working cooperatively with related departments and other advisory bodies in the area of health and human services; 2) ensuring integrated human services planning, including the human services element of the County General Plan; 3) reviewing and making recommendations of human services budget and policy issues; 4) serving as a forum for community concerns; 5) prioritizing community needs and developing appropriate plans for addressing those needs; 6) serving in an oversight capacity for county-provided or county-funded human services programs; 7) providing information and education on human services issues.

The membership of the Human Services Coordinating Council shall consist of twenty-two (22) members who shall be appointed by the Board of Supervisors. Membership of the Human Services Coordinating council shall consist of 1) three (3) members of the Alcohol and Drug



Advisory Board, the Mental Health Board, the Public Health Advisory Board, the Adult and Aging Commission, the Children's Coalition, and the Disability Advisory Committee; and 2) four (4) community members. Community members shall be residents of Sacramento County.

The directors of the County Departments of Human Assistance, Health and Human Services or their designee, a designee of the Board of Supervisors and the Administrator of the Countywide Services Agency shall serve as ex-officio, non-voting members of the Human Services Coordinating Council.

When the first members of the Human Services Coordinating Council are appointed, a third of them shall be appointed to serve one year, a third of them shall be appointed to serve two years, and a third of them shall be appointed to serve three years. Thereafter, the term of office for members of the Human Services Coordinating Council shall be three years, or until a successor is appointed. No member shall serve more than two (2) consecutive terms.

Vacancies in the Human Services Coordinating Council shall be filled by the Appointment process. The Human Services Coordinating Council shall make recommendations to the Board of Supervisors for filling any community member vacancies. Appointment of representatives of the member advisory boards will be based upon nominations by the advisory board for which a vacancy exists.

The Human Services Coordinating Council shall at its first meeting elect a chairperson, a vice chairperson, and a secretary, each of whom shall serve for one year. Officers shall be elected annually and may be re-elected to the same office for an additional year of service without interruption of service.

Each member of the Human Services Coordinating Council shall serve at the pleasure of the Board of Supervisors and may be removed during the member's term at the will of the Board. Any member of the Human Services Coordinating Council who is absent for three consecutive meetings, or attends fewer than 75% of the meetings held in a year shall thereupon automatically cease to be a member of the Human Services Coordinating Council.

Members of the Human Services Coordinating Council shall serve without compensation.

The Human Services Coordinating Council shall establish bylaws for its conduct which shall include the election of its officers, the establishment of the date, time and place of regular meeting, the establishment of a subcommittee process for nominations and policy recommendations, and other such rules as are required.

All meetings of the Human Services Coordinating Council shall be held in accordance with the open meeting requirements contained in the provisions of the Government Code commencing with Section 54550.

Member of the Human Services Coordination Council shall be covered by Category 3 of Appendix B of the Conflict of Interest Code of the Boards, Committees, and Commissions and Councils of Sacramento County.

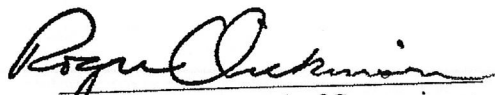
On a motion by Supervisor Collin, seconded by Supervisor Nottoli, the foregoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento, State of California, this 15th day of March, 2005 with the following vote, to wit:

AYES: Supervisors, Collin, MacGlashan, Nottoli, Peters, Dickinson

NOES: Supervisors, none

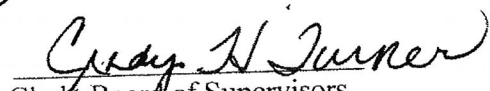
ABSENT: Supervisors, none

ABSTAIN: Supervisors, none

  
Chair of the Board of Supervisors  
of Sacramento County, California

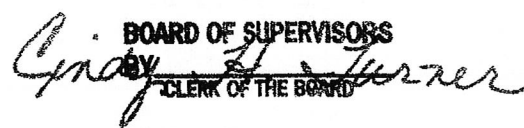


ATTEST:

  
Clerk, Board of Supervisors

**FILED**

MAR 15 2005

BOARD OF SUPERVISORS  
BY   
CLERK OF THE BOARD

In accordance with Section 25103 of the Government Code of the State of California a copy of the document has been delivered to the Chairman of the Board of Supervisors, County of Sacramento on **MAR 15 2005**

By   
Deputy Clerk, Board of Supervisors

