

ORDINANCE NO. 9939 (NEW SERIES)

AN ORDINANCE AMENDING ARTICLE IIIo OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE RELATING TO THE COMMISSION ON CHILDREN, YOUTH AND FAMILIES

The Board of Supervisors of the County of San Diego ordains as follows:

Section 1. ARTICLE IIIo of the San Diego County Administrative Code is amended to read:

**ARTICLE IIIo**

**SEC. 84.90. SAN DIEGO COUNTY COMMISSION ON CHILDREN, YOUTH AND FAMILIES.**

The Board of Supervisors of the County of San Diego declares that it is the policy of the County to take a leadership role in identifying and addressing the needs of children, youth and families who are in the public charge, as well as children, youth and families whose safety and welfare may be at risk. In order to fulfill the tasks related to this policy, there is hereby established a San Diego County Commission on Children, Youth and Families. The Commission shall advise the Board of Supervisors as well as the Chief Administrative Officer in matters within its duties and responsibilities.

**SEC. 84.91. MEMBERSHIP AND SELECTION.**

The Commission shall consist of following voting members:

- (a) Five (5) At-large members, one (1) nominated by each Supervisor and confirmed by the Board of Supervisors, who fit in one or more of the following categories:
  - (1) Recipient of services for children and families;
  - (2) Nonprofit, community, or voluntary agency; and
  - (3) Expert in children and family issues.
- (b) Four (4) members shall be nominated as follows and confirmed by the Board of Supervisors:
  - (1) Chair, San Diego County Child Care Planning Council;
  - (2) Executive Director, Children's Initiative;
  - (3) Executive Director, Child Abuse Prevention Foundation; and
  - (4) Executive Director, Voices for Children, the Court Appointed Special Advocate program.

(c) Sixteen (16) public officials:

- (1) Presiding Judge, Juvenile Court;
- (2) County Superintendent of Schools;
- (3) Chancellor, San Diego Community College District;
- (4) County Counsel;
- (5) Director, Health and Human Services Agency;
- (6) Deputy Director, Health and Human Services Agency (as designated by the Director of the Health and Human Services Agency);
- (7) Chief Probation Officer;
- (8) Sheriff;
- (9) Member, Board of Supervisors;
- (10) District Attorney;
- (11) Director, Department of Housing and Community Development;
- (12) Executive Director, First 5 Commission of San Diego;
- (13) Representative, San Diego County School Boards Association;
- (14) Director, County of San Diego Parks and Recreation Department;
- (15) Deputy Director, Child Welfare Services; and
- (16) Deputy Director, Children's Mental Health Services.

The public official members shall serve terms concomitant with their position.

(d) For purposes of compliance with requirements for the Commission's existing designation as the planning and oversight body for the Title IVB of the Social Security Act, Subpart 2, Family Preservation and Support Program (Omnibus Budget Reconciliation Act of 1993, P.L. 103-66); designation as the SB 997 Interagency Children and Youth Services Council (Welfare and Institutions Code, Chapter 12.8, Section 18986); and, designation as the child abuse prevention coordinating council to fulfill the duties and responsibilities as outlined in Welfare and Institutions Code Chapter 12.5 Section 18980 et seq. the Commission shall nominate additional individuals not otherwise designated in this ordinance as special members for Board of Supervisors' confirmation.

- (e) All members designated in Section 84.91 (a) through (d) may designate an alternate representative when they are unable to attend regularly scheduled meetings. Such alternates shall be designated in writing by the member and shall be subject to the policy governing attendance.

**SEC. 84.92. APPOINTMENTS.**

Persons appointed to the Commission must meet the following requirements:

- (1) Be a resident of San Diego County; and
- (2) Demonstrate an interest in, and knowledge of, issues relating to the needs of children, youth and families.

**SEC. 84.93. TERM OF OFFICE.**

- (a) Those members nominated and confirmed by the Board of Supervisors in accordance with SEC. 84.91 (a) shall serve a term that shall run concurrent with the term of the Supervisor nominating that member. The term shall expire on the date of expiration of the term of the nominating Supervisor, or at such time as he or she ceases to hold office, whichever occurs first. Any member whose term has expired hereunder shall continue his or her duties until his or her successor has been appointed. The reelection of a member of the Board of Supervisors shall not automatically extend the term of any member of the Commission.
- (b) Those members designated in SEC. 84.91 (b) and (c) shall serve a term concurrent with their incumbency in the office, agency, or organization specified in SEC. 84.91 (b) and the term of such members shall automatically terminate upon the completion of their tenure in the office, agency, or organization specified in SEC. 84.91 (b) and (c).
- (c) Those members nominated and confirmed by the Board of Supervisors in accordance with SEC. 84.91 (d) shall serve a term of office of four (4) years, with the option of a second four (4) year term with the exception of designated agencies and government entities. Such membership is contingent upon their continued membership in the affiliated organization.

**SEC. 84.94. VACANCIES**

A vacancy shall be recognized before the expiration of the term upon the occurrence of any of the following:

- (1) The death of the incumbent.
- (2) The resignation of the incumbent.
- (3) The ceasing of the incumbent to be a resident of the County of San Diego.

- (4) Absences from more than half of the regularly scheduled full Commission meetings in any 12-month period.

When a vacancy occurs as the result of absences as designated in SEC. 84.94 (4), both the member and the nominating authority shall be notified of the vacancy by the Commission Chair. If a vacancy occurs in mid-term, the new appointee shall serve for the remainder of the term of the member being replaced.

**SEC. 84.95. ORGANIZATION.**

- (a) Officers. The presiding judge of Juvenile Court serves as the Commission's Chair. The Commission shall elect from its membership, Vice Chair, Secretary and other officers as may be deemed necessary for the conduct of its business as prescribed herein. Elected officers will serve a term of four (4) years. Officers will be elected at the first regularly scheduled meeting of each even numbered fiscal year.
- (b) By-laws. The Commission shall prepare By-laws governing the conduct of its business as prescribed herein. The By-laws must be approved by County Counsel and accepted by the Board of Supervisors.
- (c) Quorum. A majority of members currently appointed to the Commission shall constitute a quorum. Any official action or position adopted by the Commission requires passage by a quorum vote. A majority of members in attendance shall be required to carry all other motions or approvals.
- (d) Meetings. The Commission shall establish a regular meeting schedule and shall give public notice of the time and place of meetings in compliance with the requirements of the Brown Act. All meetings of the Commission shall be open and public and all persons shall be permitted to attend any meetings of the Commission.

**SEC. 84.96. ESTABLISHMENT OF COMMITTEES.**

- (a) Committee members shall be drawn from the membership designated in SEC 84.91.
- (b) Executive Committee. The Commission shall establish an executive committee comprised of, at a minimum, the Chair, Vice Chair, Secretary, and the Executive Director of the Commission. The Chair may appoint other members as deemed necessary. The executive committee will function to make interim decisions on issues that arise between Commission meetings or those that require immediate and timely action. Any action taken by the executive committee shall be placed on the next Commission agenda for ratification. The executive committee is subject to compliance with the requirements of the Brown Act.
- (c) Standing Committees. The Commission shall have various committees to conduct work related to the focus issue or current events occurring within San Diego County. The

actions and recommendations of committees shall not be deemed the action of the Commission or its members.

- (d) The Commission shall establish the Child Abuse Prevention Committee as a subcommittee of the Commission to fulfill the duties and responsibilities of a child abuse coordinating council as designated in Welfare and Institutions Code 18982-18982.4.
- (e) Ad-Hoc Committees. The Commission shall establish Ad-hoc Committees as necessary for the purpose of a timely or targeted response on issues involving children, youth and families.

#### **SEC. 84.97. COMPENSATION AND EXPENSES.**

Members of the Commission shall serve without compensation and shall not be reimbursed for expenses other than mileage. Members of the Commission are hereby designated as eligible to receive mileage reimbursement for travel expenses incurred in performing the duties assigned to them under this Code.

#### **SEC. 84.98. DUTIES AND RESPONSIBILITIES.**

The Commission shall have the following duties and responsibilities:

- (a) To serve as an information resource to the Board of Supervisors on issues related to children, youth and families.
- (b) To promote coordinated and collaborative efforts of public and private sector organizations engaged in services to children.
- (c) To facilitate a regional and integrated service delivery approach to the provision of children, youth and family services.
- (d) To develop and make policy recommendations to the Chief Administrative Officer and Board of Supervisors regarding children, youth and family issues and services.
- (e) To provide a regional public forum for the discussion of issues relating to the focus issue or current events occurring within San Diego County pertaining to children, youth and families.
- (f) To respond to requests from the Board of Supervisors to review issues relating to children, youth and families.
- (g) To assist appropriate departments in the development of plans for services to children, youth and families.
- (h) To assist appropriate departments in reviewing legislation relating to children, youth and family issues.

- (i) To promote efforts such as decategorized, blended funding initiatives, and obtaining categorical funding waivers, to increase local flexibility in funding and programming decisions related to children, youth and families.
- (j) To promote preventive services and programs for children, youth and families.

**SEC. 84.99. REPORTS.**

The Commission shall make available to the Board of Supervisors its findings and recommendations, and submit an annual report of its activities to the Board of Supervisors in January of each year for the prior fiscal year.

**SEC. 84.99.1. STAFF ASSISTANCE**

- (a) The Director of the Health and Human Services Agency shall provide staff assistance to the Commission.
- (b) Uncompensated Services. The Commission shall engage the uncompensated services of volunteer and student workers, and consultants without salary, as it may deem necessary. The services of such individuals shall not be considered as service for, or employment by the County of San Diego.

**SEC. 84.99.2. ORDINANCE CHANGES.**

Any proposed change in the provision of this Article shall be submitted to the Commission for review and comment prior to said proposed change being considered by the Board of Supervisors.

Section 2. This ordinance shall take effect thirty (30) days after its adoption. Within fifteen (15) days after the date of adoption of this ordinance, a summary shall be published once with the names of those members voting for and against the same in the newspaper of general circulation published in the County of San Diego.

PASSED APPROVED AND ADOPTED this 17th day of June, 2008, by the Board of Supervisors of the County of San Diego.