

Item 7 – Commission Meeting and Advisory Committee Structures

First 5 California Commission
Meeting
October 19, 2023



Summary of the Item

- 1. Historical Context**
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Historical Context

How Meetings Previously Operated	How Meetings Currently Operate
<ul style="list-style-type: none">• Commission Meetings<ul style="list-style-type: none">○ Met quarterly○ In-person Only*○ No Virtual Component*• Advisory Committees<ul style="list-style-type: none">○ Met as needed○ Made up of two Commissioners○ Meetings are not subject to Bagley-Keene Open Meeting Act <p>*During the pandemic, meetings were held virtually</p>	<ul style="list-style-type: none">• Commission Meetings<ul style="list-style-type: none">○ Meet every two months○ Hybrid Model○ Virtual Component via Zoom• Advisory Committees<ul style="list-style-type: none">○ Meet as needed○ Two Advisory Committees have more than two Commissioners and are subject to Bagley-Keene Open Meeting Act

Analysis of Current Commission Meeting and Advisory Committee Structures

- Increase in staff/public participation via virtual option
- Shorter time between Commission Meetings lead to more frequent engagement with Commissioners
- Increase in staff workload to prepare for Commission and Advisory Committee Meetings
- Decrease in Commission Meeting participation; some meetings almost did not achieve a quorum
- Limited availability for meetings, especially during peak summer months
- Difficulty scheduling Advisory Committee meetings subject to the provisions of the Bagley-Keene Open Meeting Act
- Inability to be responsive to time- and politically-sensitive issues when coordinating public Advisory Committee meetings subject to the provisions of the Bagley-Keene Open Meeting Act

Staff Recommendation

Commission Meetings

- Quarterly Commission meetings on the 4th Thursday of the following months:
 - January
 - May
 - August
 - October
- Quarterly State Commission Update (During the off months between Commission meetings)

Purpose of Advisory Committees

Language from Prop 10 and Bylaws

Proposition 10 Statute: 130145. Advisory Committees. The state commission and each county commission shall establish one or more advisory committees to provide technical and professional expertise and support for any purposes that will be beneficial in accomplishing the purposes of this act. Each advisory committee shall meet and shall make recommendations and reports as deemed necessary or appropriate.

Bylaws: Article VI. Committees: Standing committees shall be appointed by a majority vote of the commission as the commission deems necessary. One member of each committee will be designated chairperson. Members of standing committees may not be compensated for their services, except that they may be paid reasonable per diem and reimbursement of reasonable expenses for attending standing committee meetings.

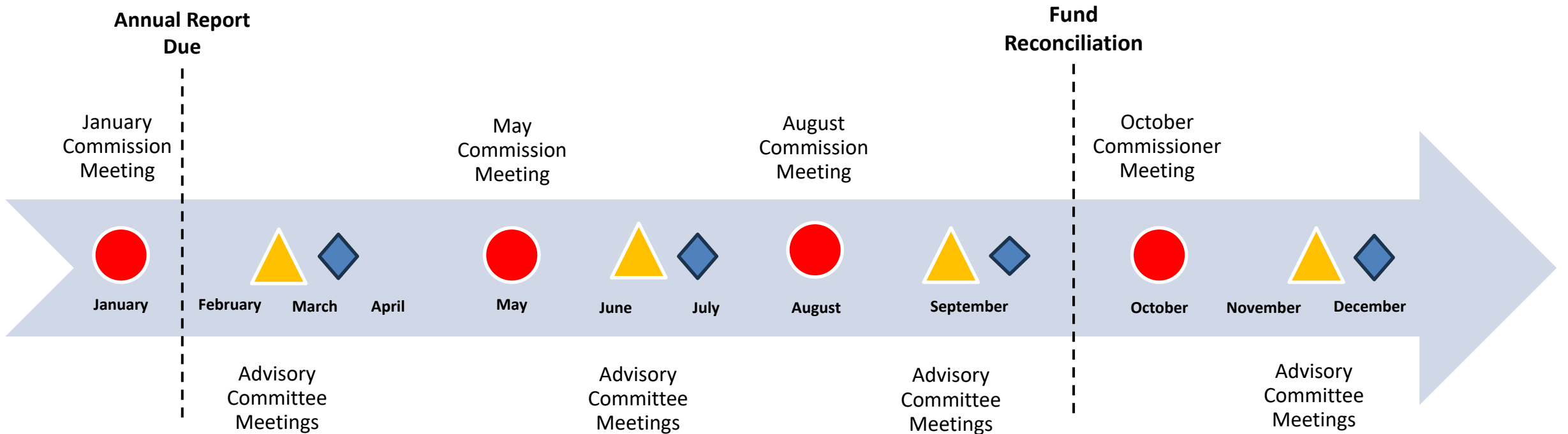





Staff Recommendation

Advisory Committee Meetings

- Two Commissioners per Advisory Committee; no Advisory Committee meetings subject to Bagley-Keene Open Meeting Act
- At least one Advisory Committee meeting per quarter, in consultation with Advisory Committee Chair
- Schedule Advisory Committee meetings approximately six (6) weeks prior to Commission meetings.
- Maintain current Advisory Committees:
 1. Executive
 2. Fiscal
 3. Program and Evaluation
 4. Public Education and Outreach
 5. Public Policy
- Maintain diversity of membership across advisory committees (e.g., each advisory committee made up of no more than one member from the Governor's, Speaker's, Pro Tem's, and Ex Officio's Office)

Proposed Meeting Timeline



-  Commission Meetings
-  Advisory Committee Meetings
-  Quarterly Commission Update

Potential Outcomes

- Decrease frequency of Commission meetings, and still allow for streamlined agendas
- Increase meeting participation and availability
- Consistent utilization and communication of Advisory Committees
- Consideration of staff and Commissioner time and resources
- Maintains the current number of advisory committees (5)
- Ample time between Commission Meetings to meet with Advisory Committees



Discussion





Next Steps

- Meet with the Executive Advisory Committee to advise on an action item for December Commission meeting.
- Conduct survey with Commissioners to gauge their interest in each of the advisory committees.
- First 5 California staff will brainstorm ideas for quarterly Commissioner update.

Thank you!

