

**BOARD OF SUPERVISORS
COUNTY OF SIERRA
STATE OF CALIFORNIA**

**RESOLUTION RESCINDING RESOLUTION 2019-017
AND ESTABLISHING THE BOARD OF SUPERVISORS'
STANDING COMMITTEE POLICIES AND PROCEDURAL RULES**

RESOLUTION 2023-063

BE IT RESOLVED that Sierra County Resolution 2019-017 is hereby rescinded and the following Board of Supervisors' Standing Committee Policies and Procedural Rules are established:

1. STANDING COMMITTEE POLICIES

1.1 CREATION OF STANDING COMMITTEES

The following Standing Committees of the Board of Supervisors are created:

- A) Finance
- B) Health and Social Services
- C) Government
- D) Public Works, Roads and Solid Waste
- E) Information Technology

1.2 COMMITTEE MEMBERSHIP

The Chair of the Board, at the first meeting in January of each calendar year, shall appoint two (2) members of the Board of Supervisors to each of the Standing Committees and an alternate in the case of an absence or vacancy of a Standing Committee member. The Chair of the Board shall also appoint the Chair of each Standing Committee. The Standing Committee membership shall be subject to review and reorganization by the Board of Supervisors.

1.3 FUNCTIONS OF STANDING COMMITTEES

1.3.1 FINANCE COMMITTEE

The Finance Committee shall be responsible for preparation and management of the County Budget. This Committee shall be responsible for advising the Board of Supervisors on all policies relating to county revenues and finance; county inventory; county audits; data processing; and consultation with all county departments and Standing Committees relative to preparation of preliminary and final departmental budgets.

1.3.2 HEALTH AND SOCIAL SERVICES COMMITTEE

The members of the Board of Supervisors serving on the Committee shall also serve to represent Sierra County on the Mental Health Advisor Board and the Sierra County Child Abuse Council.

The Health and Social Services Committee shall be responsible for advising the Board of Supervisors on policy development and program coordination among health, safety, and social services including but not limited to public assistance programs, protective services, children and family services, aging and adult services, behavioral health programs, public health programs, probation, hospitals, emergency medical care, emergency services, alcohol rehabilitation, drug abuse, veterans services, and public schools.

1.3.3 GOVERNMENT COMMITTEE

The Government Committee shall consist of the Chair and Vice-Chair of the Board of Supervisors.

The Government Committee shall be responsible for advising the Board of Supervisors on policies and programs affecting the organization, coordination, and liaison between county departments and between the County of Sierra and the City of Loyalton. The Government Committee shall also be responsible for County insurance and safety; purchasing; pool cars; county advertising; capital improvements and courthouse operations; central services; county government office space; and county ordinance, resolution and agreement review.

1.3.4 PUBLIC WORKS, ROADS AND SOLID WASTE COMMITTEE

The Public Works and Roads Committee shall be responsible for advising the Board of Supervisors on coordination and the development of policies affecting solid waste disposal, road planning and construction, snow removal, airports, surveying, engineering, subdivision improvements and inspection, contract administration of Public Works projects, and maintenance of County property.

1.3.5 INFORMATION TECHNOLOGY COMMITTEE

The Information Technology Committee shall be responsible for advising the Board of Supervisors on development of policies, standards, and guidelines; long-range technology plans for hardware, software, and networking infrastructure updates and replacements; and security strategies, objectives, and initiatives.

1.4 SPECIAL COMMITTEES

The Chair of the Board of Supervisors may establish Special Committees to review, investigate, and report on specific topics. The specific topic and purpose, functions, and composition of the Special Committee shall be defined and established by minute order of the Board of Supervisors at the time the Special Committee is created.

2. STANDING COMMITTEE PROCEDURAL RULES

2.1 MEMBERSHIP: Committee membership shall consist exclusively of Board members constituting less than a quorum of the Board.

2.2 STAFFING: A committee shall have appropriate staff support as selected by the committee. Such staff members are not considered members of the committee and shall have no vote on committee matters.

2.3 RESOLUTION: All standing committees are advisory to the Board and without specific authorization promulgated by resolution of the Board of Supervisors, no committee shall be vested with a delegated authority of the Board.

2.4 COMMITTEE TENURE: All committee members, so long as they are duly elected, qualified and acting members of the Board of Supervisors, shall serve on the committees to which they were appointed until their successors are appointed as provided in Section 1.2 above. In the event that any Committee member ceases to serve on the Board of Supervisors, the individual who succeeds the Board membership representing the same supervisorial district as the member who ceases to serve shall replace such member on any and all committees on which such member served until the Chair of the Board makes new committee appointments consistent with the provisions of Section 1.2 above.

2.5 NOTICES: All committees shall cause a combined notice and agenda for meetings to be posted no less than 24 hours prior to any meeting. The Clerk-Recorder shall be provided with a copy of said notice and agenda not less than 48 hours prior to any meeting date. The Clerk-Recorder shall cause the notice and agenda to be posted and distributed in the same manner as notices and agendas for the Sierra County Board of Supervisors.

2.6 PROCEDURAL COMPLIANCE: In the event that the notice and agenda provisions are not met, or any procedural action is taken which does not comply with the provisions of the Ralph M. Brown Act (Government Code Section 54950 et sec.) ("the Brown Act"), the meeting shall not be considered a "public meeting" and the subject matter of the meeting may not be discussed at any other committee meeting or among any Board members not on the committee unless such further discussion is undertaken at a public meeting in compliance with the Brown Act.

2.7 MEETINGS: All Standing Committee meetings held shall comply with the Brown Act. Standing Committees shall meet at the time, place and frequency selected by the committee. The committee shall ensure that committee meetings are conducted in such a manner as to be conducive to public participation. Standing Committees will adhere to the initiating orders of the Board of Supervisors and report to the Board at regular intervals regarding the business of the committee.

2.8 MINUTES: Minutes shall be taken by designated staff as provided in Section 2.2 above at each committee meeting and a copy of such minutes shall be provided to the Board of Supervisors. Such minutes are "public documents".

ADOPTED by the Board of Supervisors of the County of Sierra on the 6th day of June, 2023, by the following vote:

AYES: Supervisors Adams, Heuer, Roen, LeBlanc, and Dryden

NOES: None

ABSENT: None

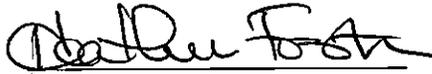
ABSTAIN: None

COUNTY OF SIERRA



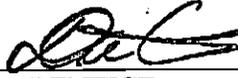
SHARON DRYDEN
CHAIR, BOARD OF SUPERVISORS

ATTEST:



HEATHER FOSTER
CLERK OF THE BOARD

APPROVED AS TO FORM:



DAVID PRENTICE
COUNTY COUNSEL