

**[PROPOSED] BYLAWS OF THE LOS ANGELES COUNTY CARE FIRST
COMMUNITY INVESTMENT ADVISORY COMMITTEE**

ARTICLE I. NAME

The name of this Committee shall be the Los Angeles County Care First Community Investment Advisory Committee (Committee).

ARTICLE II. AUTHORITY

The Committee was established by motion of the Los Angeles County Board of Supervisors (Board) on August 10, 2021.

ARTICLE III. PURPOSE

The Committee shall conduct community outreach and seek input from an inclusive and diverse set of shareholders (including relevant County Departments, community advocates, community-based organizations, youth, and justice-involved and justice-impacted individuals) to create annual recommendations to the Chief Executive Officer (CEO) for the expenditure of no less than ten percent of the locally generated unrestricted revenues in the County's General Fund. The Committee's recommendations shall address the disproportionate impact of racial injustice by investments in impacted communities and alternatives to incarceration.

The Committee serves in an advisory capacity to the CEO and the Board. It is not responsible for the recommended annual County spending plan, which is the responsibility of the CEO; nor is it responsible for the approval of the County spending plan, which is the sole responsibility of the Board. Neither the Committee nor its members shall take an official position on behalf of the County or the Los Angeles County Care First Community Investment Advisory Committee which has not been approved by the Board.

ARTICLE IV. GENERAL PROVISIONS

Section 1. Applicability. These Bylaws shall apply to the Committee.

Section 2. Amending the Bylaws. These Bylaws may be amended at any regular meeting of the Committee by a two-thirds vote consistent with the quorum and voting requirements provided in Sections 3 and 4 of Article VII of these Bylaws and in accordance with the applicable federal, state, and local laws.

Section 3. Suspending the Bylaws. Any provision contained herein may be suspended by a two-thirds vote consistent with the quorum and voting requirements provided in Sections 3 and 4 of Article VII of these Bylaws and in accordance with the applicable federal, state, and local laws.

Section 4. Parliamentary Authority. The rules contained in the current edition of

Robert's Rules of Order Newly Revised shall govern the Committee in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, any other special rules the Committee may adopt by majority vote, and any other federal, state, and local laws.

ARTICLE V. MEMBERSHIP

Section 1. Members. The Committee shall consist of 24 members (Committee Members): 23 voting members (Voting Members) and 1 nonvoting member (Nonvoting Member). Each Voting Member shall have one vote.

The Voting Members include:

- a. Five members appointed by the Board, with one member nominated by each Supervisor;
- b. Eight County Department Heads (or a designee), one from each of the following departments:
 1. Department of Health Services
 2. Department of Mental Health Services
 3. Department of Public Health
 4. Department of Parks and Recreation
 5. Department of Public Social Services
 6. Department of Consumer and Business Affairs
 7. Workforce Development, Aging, Community, and Senior Services
 8. Los Angeles County Development Authority
- c. One representative of the Anti-Racism, Diversity, and Inclusion Initiative
- d. Two Labor representatives, one appointed by each of the following: SEIU Local 721 and the Southwest Regional Council of Carpenters, to be selected by those labor partners.
- e. Seven Community Members (Community Members) selected as follows:
 1. One representative from the Los Angeles County faith community to be selected by LA Voice.
 2. Two transition age youths with lived experience or direct knowledge of the juvenile or foster care system to be selected as follows:
 - a) One member of the Youth Advisory Committee to be selected by the Director of the Youth Advisory Committee, and
 - b) One member of the Youth Justice Transition Advisory Group to be selected by the Youth Justice Reimagined Consulting Team.
 3. One individual with housing insecurity or homelessness lived experience to be selected from the Los Angeles Homeless Services Lived Experience Advisory Board (LEAB), selected by the members of LEAB. If no member of LEAB is available to serve, the individual is to be selected from the Homeless Youth Forum of Los Angeles (HYFLA), selected by the

members of HYFLA.

4. Three individuals with lived experience or direct knowledge of the criminal justice system to be selected as follows:
 - a) One member to be selected by the Reimagine LA Coalition;
 - b) One member to be selected by the Black-led community-based organizations, youth leaders, community members and allies who have been joint signatories in advocating for equity in direct community outreach, investment and alternatives to incarceration (comprised of Social Justice Learning Institute, Brotherhood Crusade, Community Coalition, Inner City Struggle, California Association of Black School Educators, Black Los Angeles Young Democrats, Brothers Sons Selves Coalition, Youth Justice Coalition, Anti-Recidivism Coalition, Project Joy, Black Lives Matter Los Angeles, BAM Program, and Los Angeles Students Deserve); and
 - c) One member to be selected by the County's Native American Indian Committee.

The Nonvoting Member shall be a representative from the Alternatives to Incarceration Unit of the CEO's office, who will assist the Committee in coordinating and integrating its work with existing County initiatives; provide advice coordination and support; share policies and strategies with the Committee related to leveraging various funding streams; including but not limited to, federal, state, philanthropic and other locally generated funds.

All Committee Members must reside in Los Angeles County. No Committee Member shall be currently or formerly employed by a law enforcement or carceral system agency.

Section 2. Alternates. The Board shall appoint an Alternate for each Board appointed member, with each Board office nominating one alternate. All non-Board appointed organizations, including without limitation Department Heads, may designate one Alternate from their respective organization or group. Alternates may participate in meetings, count toward a quorum and vote when the Committee Member is absent. Committee Members shall notify the Chair when the Alternate will be attending in place of the member.

Section 3. Removal of Members and Alternates. Committee Members (and Alternates) serve at the pleasure of their appointing entity and may be removed and replaced at any time, with or without cause.

Section 4. Resignation of Committee Members and Alternates. Committee Members (and Alternates) may resign by giving written notice to the Chair and the entity or group that appointed them.

Section 5. Vacancies. Vacancies created by the resignation or removal of a Committee Member (or Alternate) shall be filled by the appointing entity within 30 days. If a Board appointed Committee Member (or Alternate) resigns or is removed, Committee staff office will work with Board office on a new appointee.

Section 6. Voting Involving Affiliated Persons or Entities. Committee Members (and their Alternates) shall abstain from the vote on recommendations that name specific entities or persons with whom they are affiliated, other than this Committee. "Affiliated" as used in these Bylaws means employment, providing services to (whether or not for compensation), and/or serving as an officer or director. Department Representatives and their Alternates shall abstain from the vote on recommendations naming specific programs within their Departments. If the Committee Member is affiliated with a specific entity or person named in the recommendation, the Alternate also shall abstain from the vote on the recommendation. All Committee Members (and their Alternates) shall also comply with all applicable federal, state and local laws.

ARTICLE VI. OFFICERS

Section 1. Duties – Chair and Vice-Chair. The Voting Members shall elect a Chair and a Vice-Chair from among the Committee Members by majority vote. These officers shall perform the duties prescribed by the Los Angeles County Commissions Manual and the current edition of *Robert's Rules of Order Newly Revised*. The Chair shall preside over the meeting in accordance with these Bylaws, *Robert's Rules of Order Newly Revised* and all applicable federal, state and local laws. Items may be placed on the agenda with the approval of the Chair, who shall work with the Committee staff to set meeting agendas.

Section 2. Election of Officers. Officers shall be Committee Members and elected annually in September by a majority of the Voting Members. Only Voting Members may nominate electoral candidates. The term of office shall be one year from election. Should an office become vacant, the members shall elect a replacement for the expired term during the next regularly scheduled meeting.

Section 3. Absence. If both the Chair and Vice-Chair are absent from a meeting, the members of the Committee present may select a Chair Pro Tem by a majority vote consistent with the quorum and voting requirements provided in Sections 3 and 4 of Article VII of these Bylaws and in accordance with other applicable federal, state, and local laws.

ARTICLE VII. MEETINGS

Section 1. Regular Meeting Time and Location. Regular meetings of the Committee shall be held on the 3rd Thursday of the month or as needed at 4 PM PST. The meetings will occur at a location or by videoconference to be announced in advance of each meeting in accordance with applicable federal, state, and local laws.

Additional regular meetings may be set by a majority vote of the Committee consistent with the quorum and voting requirements provided in Sections 3 and 4 of Article VII of these Bylaws. Any meeting may be rescheduled or cancelled by a majority vote of the Committee consistent with the quorum and voting requirements provided in Sections 3 and 4 of Article VII of these Bylaws and in accordance with the applicable federal, state, and local laws. In appropriate circumstances, the meeting may also be cancelled by the Chair after consultation with the Vice-Chair.

If a meeting falls upon a holiday or on a day that a statewide primary or general election is being held, the meeting of the Committee shall be cancelled or may be rescheduled to another day by a majority vote of the Committee consistent with the quorum and voting requirements provided in Sections 3 and 4 of Article VII of these Bylaws and in accordance with the applicable federal, state, and local laws.

Section 2. Special Meetings. Special meetings may be called in the manner provided by state law.

Section 3. Quorum. A majority of the appointed and seated Voting Members of the Committee constitutes a quorum for the transaction of business. No act of the Committee shall be valid or binding unless a quorum is present. The abstention or recusal of a member who is nonetheless present for discussion and voting on an item shall not affect the existence of a quorum.

Section 4. Voting. Unless required by other applicable federal, state, and local laws, no action by the Committee shall be valid or binding unless approved by a majority of the appointed and seated Voting Members present, excluding those who abstain or recuse themselves from the vote.

Section 5. Motions and Seconds. Each motion made by a Committee Member shall require a second by another member of the Committee. Motions and seconds may be made by any Voting Member of the Committee, including a Co-Chair.

Section 6. Order of Roll Call. Each roll call of the Committee shall be in alphabetical order.

Section 7: Attendance. Committee Members shall email the Chair and Vice-Chair to report meeting absences or tardiness.

ARTICLE VIII. INTERACTION WITH BOARD AND CEO.

Recommendations approved by the majority of the Committee Members shall be presented to the CEO or Board via memoranda and written correspondence signed by the Chair on behalf of the Committee. Committee Members shall work through the framework of the Committee and the Chair when information needs to be conveyed to or obtained from the CEO, the Board as a whole, or to an individual Supervisor.