County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

To: Board of Directors of the Sonoma County Agricultural Preservation and Open Space District

Board Agenda Date: April 14, 2015

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Agricultural Preservation and Open Space District

Staff Name and Phone Number: Sorrel Allen 565-7347

Supervisory District(s): All

Title: Update to the District’s Advisory Committee Governing Resolution Regarding Attendance & Youth Membership

Recommended Actions:

Approve and adopt a resolution to allow for the addition of two permanent youth members seats on the Sonoma County Agricultural Preservation and Open Space District’s Advisory Committee (Advisory Committee) and establish a procedure for removal of Committee members with excessive absences from Committee meetings.

Executive Summary:

Sonoma County Agricultural Preservation and Open Space District (District) staff recommends that the Board of Directors (Board) approve and adopt the proposed resolution establishing two permanent youth members’ seats on the Advisory Committee and establish procedure for removal of Committee members with excessive absences from Committee meetings.

YOUTH MEMBERSHIP ON ADVISORY COMMITTEE

Acting on the Board’s 2014 priority to increase youth participation in government by adding designated seats on boards, the District began the process of modifying the structure of its Advisory Committee. The District collaborated with Health Action to develop a plan for Youth Engagement on the District’s Advisory Committee. Additionally, the District has also been collaborating with Regional Parks on the topic of youth engagement.

In August 2014, the District’s Advisory Committee reviewed the District’s proposal for an addition of 2 permanent youth member seats on the District’s 17-member Advisory Committee. The Advisory Committee was in support of recruiting two youth, between the ages of 16-24, to serve as voting members for one-year terms on the Committee. Youth may apply for a second term subject to the selection process described below. The youth will be mentored throughout their term by an adult Advisory Committee member and District staff.

Youth involvement in the District Advisory Committee is valuable for multiple reasons including:

- Adding critical input from youth, a target audience for the District, allowing better integration and delivery of services and alignment of policy decisions aimed at improving outcomes for youth across the
County while furthering the vision and relevancy of the District’s work.

- Furthering quality leadership, education, and career development opportunities for participating youth, which is linked to long-term success.
- Providing a civic engagement opportunity for young people to have an authentic voice and impact in the community.
- Emphasizing the District’s commitment to a balanced representation of diverse stakeholder groups’ interests in our community.

Utilizing the model and materials provided by Health Action, District staff further developed a framework and timeline for recruiting youth members that was presented to the District’s Advisory Committee in January 2015, which was modified and approved by the Advisory Committee.

Upon the approval of the Board of Supervisors, District staff will further develop the application process, recruitment strategies, and planning for the long-term success of youth involvement on the District’s Advisory Committee with support and guidance from Health Action and in collaboration with other interested County departments and agencies. These processes will include input from youth and advisors from Tomorrow’s Leaders Today, Project TRUE, Voices, Chop’s Teen Club, and Social Advocates for Youth. District staff will begin outreach to local high schools, green teams, student councils, agricultural programs, and the youth development organizations mentioned above. A selection committee, comprised of District staff, representatives from youth development agencies, and two Advisory Committee members will be formed. Staff anticipates making a recommendation to the Board for appointment of the two youth members by September 2015.

PROCEDURE FOR REMOVAL OF ADVISORY COMMITTEE MEMBERS.

The Advisory Committee members and District staff have noted that the Advisory Committee has had consistent challenges in obtaining a quorum of committee members at regularly scheduled meetings. Upon the recommendation of the Advisory Committee, staff is recommending that the governing resolution for the Advisory Committee be revised to authorize the Board, upon the recommendation of the Advisory Committee, to remove a committee member who is consistently absent from Advisory Committee meetings without justification.

APPROVAL OF ADVISORY COMMITTEE.

The District’s Advisory Committee voted unanimously to approve the proposed changes to the Rules of Procedure. These changes are being submitted to the Board of Supervisors for review and approval.

Prior Board Actions:

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<thead>
<tr>
<th>Strategic Plan Alignment</th>
<th>Goal 4: Civic Services and Engagement</th>
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Revision No. 20140617-1
### Fiscal Summary - FY 14-15

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<th>Expenditures</th>
<th>Funding Source(s)</th>
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<td><strong>Total Sources</strong></td>
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**Narrative Explanation of Fiscal Impacts (If Required):**

none

### Staffing Impacts

<table>
<thead>
<tr>
<th>Position Title (Payroll Classification)</th>
<th>Monthly Salary Range (A – I Step)</th>
<th>Additions (Number)</th>
<th>Deletions (Number)</th>
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**Narrative Explanation of Staffing Impacts (If Required):**

**Attachments:**

1. Resolution 99-0962
2. Resolution 08-0374
3. Reso

**Related Items “On File” with the Clerk of the Board:**

None