

A G E N D A

REGULAR MEETING ORANGE COUNTY HUMAN RELATIONS COMMISSION

Thursday, June 14, 2018, 11:00 A.M.



COMMISSION ROOM, FIRST FLOOR
333 W. Santa Ana Blvd.
Santa Ana, California

RABBI RICK STEINBERG
Chair

DR. CHIARINA PIAZZA
Vice Chair

BEKELE DEMISSIE
Commissioner

KIM TOAN DO
Commissioner

MIKE HAMEL
Commissioner

JANY LEE
Commissioner

DR. KERRY REYNOLDS
Commissioner

MICHAEL REYNOLDS
Commissioner

DON SEDGWICK
Commissioner

MICHELE STEGGELL
Commissioner

Executive Director
Norma Lopez

Clerk of the Commission
Robin Stieler

The Orange County Human Relations Commission. This agenda contains a brief general description of each item to be considered. The Commission encourages your participation. If you wish to speak during Open Forum, please complete a Speaker Form and deposit it in the Speaker Form Return box located next to the Clerk. Except as otherwise provided by law, no action shall be taken on any item not appearing in the agenda. Speaker Forms are available in the container located on the far left wall of the Hearing Room. When addressing the Commission, please state your name for the record prior to providing your comments.

****In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Clerk of the Board's Office 72 hours prior to the meeting at (714) 834-2206****

All supporting documentation is available for public review online at:
http://www.occommunityservices.org/oc_human_relations_commission and in the office of the Clerk of the Board of Supervisors located in the Hall of Administration Building, 333 W. Santa Ana Blvd., 10 Civic Center Plaza, Room 465, Santa Ana, California 92701 during regular business hours,
8:00 a.m. - 5:00 p.m., Monday through Friday.

11:00 A.M.

A G E N D A

1. Call the Meeting to Order
2. Monthly Summary of Commission Activities

OPEN FORUM

At this time members of the public may address the Commission on any matter within the jurisdiction of the Commission. The Commission or Chair may limit the length of time each individual may have to address the Commission.

ACTION ITEMS: (Item 3-4)

3. Create an Ad-Hoc Committee to review 2013 Free Speech vs Hate Speech Guidelines created by Commission and develop action plan to promote civil discourse in public settings
4. Review and approve Goodwill Program Criteria

HEARING/SPEAKER/PRESENTATION

INFORMATION ITEMS: (Items 5-6)

5. Executive Director's Report
 - a. Review HRC Mission statement & review most recent Bylaws
 - b. Discuss Commission marketing plan
 - c. Update of Summer Living Room Dialogues
6. Update from OC Chiefs and Sheriff

ANNOUNCEMENTS FROM COMMISSIONERS

AGENDA BUILDING

Commissioners to suggest agenda items and/or topics for upcoming meetings.

ADJOURNED

NEXT MEETINGS:

July 12, 2018 Regular Meeting, 11:00 A.M.
August 9, 2018 Regular Meeting, 11:00 A.M.



Orange County Human Relations Commission

1801 E. Edinger Ave. Suite: 115, Santa Ana, CA | P: 714-480-6570

Commissioners

Rabbi Rick Steinberg, Chair
Bekele Demissie
Don Sedgwick
Jany Lee
Kim Toan Do
Michele Steggell
Chief Mike Hamel
Dr. Kerry Reynolds
Michael Reynolds

DATE: Thursday, June 14, 2018

LOCATION: 333 W. Santa Ana Blvd., Santa Ana, 92701 (Commission Room – First Floor)

NEW TIME: 11:00 AM – 1:00 PM

AGENDA

- | | |
|---|-----------------|
| 1. Call the Meeting to Order | Rabbi Steinberg |
| 2. Monthly Summary of Commission Activities | Jany Lee |

OPEN FORUM: *Members of the Public may address the Commission on human relations issues*

ACTION ITEMS

- | | |
|--|-----------------|
| 3. Create an Ad-Hoc Committee to review 2013 Free Speech vs Hate Speech Guidelines created by Commission and develop action plan to promote civil discourse in public settings | Rabbi Steinberg |
| 4. Review and approve Goodwill Program Criteria | Kerry Reynolds |

INFORMATIONAL ITEMS

- | | |
|---|-------------------|
| 5. Executive Director's Report | Norma López |
| a. Review HRC Mission statement & review most recent Bylaws | |
| b. Discuss Commission marketing plan | |
| c. Update on Summer Living Room Dialogues | |
| 6. Update from OC Chiefs and Sheriff | Chief Mike Hamel |
| 7. Announcements from Commissioners | All Commissioners |
| 8. Adjourn Commission Meeting | Rabbi Steinberg |

MISSION: *Seek out the causes of tension and conflict, discrimination and intolerance, and eliminate those causes.*



Orange County Human Relations Commission

MISSION: Seek out the causes of tension and conflict, discrimination and intolerance, and eliminate those causes

MONTHLY SUMMARY OF ACTIVITIES: MAY 2018

Police-Community Relations

- **Police Community Reconciliation Program:** Commission Staff conducted 1 PCRCP Case Assessment and 1 provide information/referral on PCRCP services.
- **OCSD Diversity Forum for Corrections:** On 5/24, Commission Staff attended OCSD Diversity Forum for Corrections to provide input on sensitivity to prison's diverse population.
- **Sheriff's Interfaith Council Executive Committee:** Commission Director presided over the Council meeting this month and had 2 U.S. Immigration and Customs Enforcement agents engage in dialogue with interfaith leaders.
- **Police-Community Dialogues:** Parent-Police Dialogues were completed at Currie Middle School in Tustin. A total of 13 parents completed the dialogues with 4 Tustin PD officers.

Intergroup Relations & Relationship Building

- **Community Outreach & Presentations:**
 - Commission staff tabled at the FaCT Conference promoting Commission programs and services.
 - On 5/17, Commission Staff attended OSCD Southeast Division Lieutenants meeting to present Hate Crime Victims assistant and PCRCP services.
 - Commissions staff met with Big Brothers, Big Sisters to discuss Police-Youth Dialogues program and potential support in their development of police officer engagement.
 - Collaborated with Huntington Beach HS and offered 4 presentations on Implicit Bias to students during class time.
- **Hate Free OC Campaign:**
 - On 5/10, Commission Staff presented at CA Public Health statewide conference on the #HateFree OC Campaign and Commission's hate crime response/reporting work in Orange County.
 - Commission staff responded to hate crime report in South County.
- **Commission Director One-on-Ones:**
 - On 5/24, Commission Director met with Chairman Do, Frank Kim (CEO), Dylan Wright (OCCR Director), Thea Bullock (OCCR Compliance Director), Chris Wangsporn (D1-Chief of Staff), Alison Edwards (OCHR CEO), and OCHR Board member to discuss Commission Scope of Work.
 - Commission Director attended the SAC Student Leadership Institute Luncheon held as a special invitee for our participation and presentation on Implicit Bias in March 2018.

CONTRACT ACTIVITY	MAY	TO-DATE	GOAL	STATUS
A. Monthly HRC meetings	0	8	13	
B. HRC Annual Report	0	0	1	
C. Police-Community Reconciliation cases	2	20	20	MET
D. Community-Police Meetings	0	4	4	MET
E. Tustin Chief's Advisory Board & Sherriff's Interfaith Council	1	10	8	MET
F. Community Outreach & Relationship Building meetings	8	55	40	MET
G. Police/Diverse Community Dialogues	1	2	2	MET
H. Hate Crime Report & Network Meeting	0	2	1	MET
I. Support to hate crime victims	0	9	8	MET
J. Outreach efforts (speeches, presentations, etc.)	0	10	10	MET
K. Community training on intergroup relations topics (i.e. Sheriff's Academy, Implicit Bias, etc.)	0	11	4	MET
L. Annual Awards program	1	1	1	MET
M. In-Collaboration with OC Human Relations – Bridges Program	6,658	17,525	10,000	MET
N. In-Collaboration with OC Human Relations – Restorative Justice program	1	5	3	MET
O. Participate in community-based/outreach symposiums	1	2	2	MET



Orange County Human Relations Commission **WRAP-UP REPORT**

Title: Tustin Police and Parent Dialogue

Concept: To strengthen relationships between Parents and the Tustin Police Department

Dates: April 24, May 1,8 and 15

Location: Currie Middle School

Team: Commission and Community Building

Facilitators: Joyce Sanchez, Norma Lopez and Edgar Medina

Collaborators/Sponsors: Tustin Police Department and Currie Middle School

Goals:

- Clear up stereotypes and negative perceptions between law enforcement and Latino Parents
- Have a better understanding of each other's role in the community

Resources:

- Snacks, coffee and juice
- Flip chart
- Centerpiece and talking pieces

Attendance:

- Officers: Nasario Solis, Diego Gomez, Charles Carter, Detective Gustavo Gonzalez

Results:

- 13 out of 15 parents completed the dialogues (two male parents couldn't complete the program)
- Five parents of students who participated in the Police Youth Dialogue got an opportunity to experience the same process
- Because parents had participated in circle dialogues before it felt they were well prepared and comfortable with the circle process
- Parents felt very comfortable and were willing to ask questions
- Officers were wonderful in not only answering questions but providing resources and program information
- At least 6 parents enrolled in the Spanish Citizen Academy
- Officers were amazing and enjoyed being part of the dialogues
- Parents cooked and shared traditional food at the final circle day

Learning points:

- Officers shared that they would have liked to be in more sessions with parents
- Officers would want to continue the relationship building and interaction with parents at Currie MS

Future Development:

With School site:

- Explore possibility a signed Memorandum of understanding
- Have school staff participate in the circles from start to finish



Orange County Human Relations Commission WRAP-UP REPORT

Participant Quotes:

“I’ve worked in law enforcement for 40 years and I have never participated in something like this. I feel its beneficial and this is something that should continue and expand to other departments in the County.” – Officer Nasario Solis

“Thank you for opening a communication channel with the police department.” (original quote in Spanish) – Mr. Garcia, parent

“Thank you for supporting us parents to be better people and to strengthen our community.” (original quote in Spanish) – Parent participant

EVENT PHOTOS:





Orange County Human Relations Commission WRAP-UP REPORT





Orange County Human Relations Commission

1300 S. Grand, Bldg B, Santa Ana, CA 92705

714.480.6570 www.ochumanrelations.org

Mission: Seek out the causes of tension and conflict, discrimination and intolerance, and eliminate those causes

Item 3

Commissioners

Carol Turpen, Chair

Kenneth Inouye, Vice-Chair

Nadia Saad Bettendorf

Becky Esparza

Timothy M. Kowal

Chief Dave Maggard

Rev. David Rader

Rabbi Rick Steinberg

C. William Wood

Doug Wooley

January 2014

Free Speech vs. Hate Speech Practical Guidelines for Managing Public Forums

BACKGROUND

City Councils and other public agencies at times face very hostile testimony during Public Comments at their open public meetings. These comments can slip into profane, disruptive, and even threatening behaviors, impinging on the civil exchange of ideas and the ability of the public agency to do their regular business.

While public input is guaranteed by the Brown Act, and freedom of speech is guaranteed by the U.S. Constitution, presiding officers at these public agencies have attempted to identify and protect the boundary where free speech becomes unduly disruptive, and to safeguard the rights of other residents to participate in the political and civic life free from bigotry and intimidation based on their race, religion, ethnicity, age, gender, sexual orientation, disability or other aspect of their being.

OC Human Relations Commission was created in 1971 to eliminate prejudice, intolerance and discrimination and promote mutual understanding among Orange County's diverse residents. In pursuit of this mission the Commission works with local cities and public agencies to develop strategies that create safe, respectful, inclusive communities.

These guidelines are ideas to consider as public agencies attempt to balance the sometimes competing interests of Freedom of Speech, Disruption of a Meeting, and Hate Speech. This draft was prepared in consultations with city managers, police chiefs, elected officials, civil libertarians, and hate crime advocates.

The Commission believes that civic leaders have a key role in establishing a community's climate of respect for all people. Further that when leaders speak out to condemn hate and bigotry when it occurs, it helps set a standard of conduct that can deter hate and bigotry from taking root and growing.

Definitions

Free Speech: The political right guaranteed by the First Amendment to the U.S. Constitution to express your opinion orally, in written form, through the internet, or through art forms, with a few exceptions including: libel, slander, obscenity, copyright violation, sedition, inciting violence, fighting words, imminent threats.

Hate Speech: Legally protected speech that vilifies an individual or group based on their perceived race, religion, sexual orientation, ethnicity, gender, disability etc., but does not rise to the level of a criminal threat or inciting violence, in which case it would be termed a hate crime.

OC Human Relations

Practical Guidelines

1. **Adopt a Code of Conduct:** post them so they are visible to all attendees, attach to the speaker request forms, and post them on the podium where a speaker may place their notes. A Code of Conduct as it pertains to what a person says, should be thought of as “**guidelines**” that you **promote** not necessarily “**enforce**”, including:
 - a. No profanity or obscenity.
 - b. Refrain from personal threats or attacks.
 - c. Respect all people.
 - d. Refraining from hateful epithets and demeaning language based on hate of a person’s race, religion, sexual orientation, ethnicity, gender, or disability.
 - e. No yelling or screaming. (**This one you can enforce**)
 - f. Respect all people that are present or watching.
 - g. Obey the direction of the Presiding Officer as to when and how long they can speak. (**This one you enforce**).
2. **Understand the difference between offensive speech and ACTUAL disruption of a meeting.**
 - a. During public comments individuals have a right to say whatever they wish, as long as it does not disrupt the meeting. So they can swear, use hate epithets, say horrible things about councilmembers and staff and others etc. So long as it does not disrupt the meeting, these are **within their legally protected right to freedom of speech.**
 - b. Things that **disrupt the meeting are NOT within their rights** such as:
 - i. Exceeding their allotted minutes, (usually 3 minutes),
 - ii. Yelling and screaming in a way that upsets the public and council to the point of not being able to continue the meeting,
 - iii. Excessive profanity or slander,
 - iv. Speaking without being recognized by the presiding officer,
 - v. Specific threats that they are capable of following through on,
 - vi. Inciting violence, or “fighting words”,
 - vii. Issues that are not in the subject matter jurisdiction of the body, (this may be difficult to know without listening to the testimony which might seem to start off topic, but then a connection is made.

This is a judgment call, but **most horrible things are within their rights to say.**
3. **Manage Hate Speech at Public Meeting:** Strategies for managing a hateful speaker while protecting the first amendment right to speak include:
 - a. **Stop the meeting to consult with your attorney** for advice. If you think that a member of the public is disrupting the meeting by going over these lines, stop the meeting to ask for advice from the City Attorney. This will allow for a cooling off before reacting in the heat of the moment.
 - b. **Gavel and/or Mute Microphone:** When bigoted epithets, profanity, personal attacks and other odious things are said the presiding officer can gavel to silence and/or mute a speaker’s microphone:
 - i. **If the presiding officer gavels a member of the public to silence, or mutes their microphone,** they should also,

OC Human Relations

MISSION: *Seek out the causes of tension and conflict, discrimination and intolerance, and eliminate those causes.*

1. Inform them that their language, bigotry, hate, epithets, profanity, etc. are unwanted, unwelcome, and inappropriate, and that they interfere with the ability of those present to listen or take any of their points seriously... **But not restrict or prohibit them from saying these words.**
 2. Allow other members of the council to use their free speech right to make statements condemning and abhorring the words of the speaker, but they **should also reassure the speaker that they have the right to say them anyway**, and
 3. Inform the speaker that they **will be given the full three minutes they are entitled to, in order to say whatever they wish.**
- ii. The important point is that the **presiding officer MAY NOT ORDER the person to stop saying whatever he/she is saying**, even when it is very offensive.
 - iii. In many cases it **may be better to wait out the 3 minutes** and then make statements, rather than getting into a back and forth with the problematic speaker.
 - iv. **Schedule a Council Members Comments section right after Public Comments** to allow all members of the City Council or other public body, to share their perspectives, publically state their objections to the hate and bigotry that might have been aired in the Public Comments section, and return to a more civil, respectful meeting environment.
- c. **Police Warning and Removal from Meeting:** Uniformed law enforcement officers can help control this behavior as well as effect removal if the behavior warrants it. Elected officials need to keep in mind that they should not be publically prescriptive in telling police to remove an individual, rather ask for police intervention, seek advice of your attorney, and allow the law enforcement professional to make the judgment call about how to control the situation. They may want to take into consideration such things as the individual's likely reaction, progressive steps of warnings, audience reaction, minimizing use of force, preventing violence, objective standards of enforcement, definition of "disruption", etc. Police efforts to establish rapport with diverse communities, especially before they are at the public podium, can help police be positive "influencers" in controlling some potentially challenging members of the public.
 - d. **Calling for a Break in the Meeting:** If the conduct is not brought within control or additional speakers or audience members continue the disruption, consider calling a break for a few minutes before proceeding. This can cool down anger and give community relations staff (police or otherwise) to talk with the members of the public and establish some respect that can bring more civil behavior upon resumption of the meeting.
 - e. **Clearing the Room:** If the meeting is willfully interrupted, and you have consulted your attorney for an objective legal opinion of that judgment, and asked police to intervene and effect warnings and ultimately remove an individual, you can also have the room cleared before proceeding. Clearing the room can be done if you find the disruptions to be preventing you from doing the people's business which is conducting the public meeting. Members of the press, unless involved in the disruption, shall be allowed to remain in the session while the remainder of the agenda items are discussed and acted upon. You may also set rules for readmitting individuals IF you wish.
 - f. **Adjourning the Meeting:** If the other tactics do not control the disruption, the meeting can be adjourned to a future time when the business of the public body can be continued.

Goodwill Program Criteria

CRITERIA for judging GOOD WILL Nominations:

1. Evidence of Individual person, group, business, club, school, medical institution, charity, or church, that has worked collaboratively and effectively to achieve goals or performance criteria.
2. Evidence that a major obstacle of bias or prejudice was overcome (racial, religious, gender, age, financial status, etc.)
3. Evidence of resolved, major conflicts among persons or groups (personality differences, styles of leadership, etc.)
4. Elimination of hate crimes and incidents in the work place-- through life coaching, counseling sessions, or mediation. Individuals are able to reveal increased understanding and compassion for one another.
5. Observed role models of cooperative, respectful and effective communication and behavior ALREADY in effect.
6. Unusual acts of courage, heroism, compassion for others, and good deeds.

BYLAWS
OF THE
ORANGE COUNTY HUMAN RELATIONS COMMISSION

Article I – Name

The commission shall be the Orange County Human Relations Commission, referred to hereafter in this document as the “Commission.”

Article II – Authority

The Commission was created by the Orange County Board of Supervisors, referred to hereafter in this document as the “Board,” by Resolution No. 71-196 on February 24, 1971.

Article III – Organizational Structure

The Commission is programmatically responsible to the Board of Supervisors.

Article IV – Purpose

The purpose of the Commission shall be to seek out the causes of tension and conflict, discrimination and intolerance, based on race, religion, national origin, ethnicity, disability, age, gender, sexual orientation, socio-economic status, or marital status, and attempt to **eliminate** those causes.

Article V – Goals

The following are goals of the Commission:

- A. Promote equal justice before the law.
- B. Promote equal socio-economic and political opportunity including equity in health, housing, education and employment.
- C. Promote the protection of the dignity and integrity of every individual.
- D. Promote education of all members of the Orange County Community relating to basic human rights and responsibilities.
- E. Promote the elimination of prejudice and discrimination among people based on race, religion, national origin, ethnicity, handicap, age, sex, sexual preference, socio-economic status, and marital status.

Article VI – Duties and Functions

- A. Receive and hear specific complaints and problems of discrimination; to discuss each matter with the appropriate public or private agency for their action; to investigate when appropriate, make findings and report those findings.
- B. Engage in research and education for the purpose of lessening and eliminating prejudice and its effects.
- C. Coordinate and promote educational programs, which will foster understanding among various groups within Orange County; and work for the development of constructive community educational programs to prevent future problems.
- D. Recommend to the Board those County projects and service priorities which will serve to prevent or alleviate social problems in Orange County.
- E. Provide assistance and referral services to individuals and groups, which will facilitate understanding and participation in the decision-making process of Orange County institutions.
- F. Consult and cooperate with Federal, State, County, City and other public and private bodies to improve human relations.

- G. Prepare quarterly reports of Commission events and Commission position taken on issues, and ensure that Commission events are included on the County Event List.
- H. Prepare and submit an annual marketing plan to the Board of Supervisors, which shall be approved by a majority vote of the Board of Supervisors.

Article VII – Membership

- A. The Commission shall be comprised of eleven members hereafter in this document referred to as “Commissioners.”
- B. Commissioners shall be broadly representative of different racial, ethnic, religious, socio-economic, disability, age, gender, sexual orientation, or marital status groups in Orange County.
- C. Five Commissioners shall be appointed by the Board with each Supervisor nominating one Commissioner from inside or outside of the District that the Supervisor represents. No person living outside of the Supervisor’s district shall be nominated for appointment to the Commission without the written consent of the Supervisor representing the district where the nominee resides. One Commissioner shall be appointed by the Board at large. Five Commissioners shall be appointed by cities in a process coordinated by the City County Coordinating Committee and the Clerk of the Board, with the objective of having one appointee from the cities in each of the five supervisorial districts.
- D. The members of the Commission shall serve a term of two years, beginning from the date of appointment. Each member shall continue to serve in such capacity until the members’ successor has been appointed.
- E. Commissioners must meet the following selection guidelines:
 - 1. Be a resident of, and registered to vote in, Orange County
 - 2. Demonstrate an understanding of human relations.
 - 3. Support the purpose and goals of the Commission as delineated in Articles IV and V.
 - 4. Be able to serve as a member of a working committee of the Commission.
- F. Any Commissioner who fails to attend three consecutive regular meetings or over half of the regular meetings in a year without prior notification to the Chair or the Director and a valid reason, shall automatically vacate the position of Commissioner.
- G. Commissioners may have their membership terminated without cause by the respective appointing authority. A vacancy thereby created shall be filled in the same manner as the original appointment.

Article VIII – Officers

- A. The Commission shall elect, by majority vote, a Chair and Vice-Chair each year. The Chair and Vice-Chair shall serve one year terms, limited to two consecutive terms.
- B. The Chair shall:
 - 1. Preside over all regular and special meetings.
 - 2. Act as an ex officio member on all committees.
 - 3. Establish committees and coordinate the appointment of members thereto, except the Executive Committee and Nominating Committee.
 - 4. Represent the Commission, or designate a representative to public functions.
- C. The Vice-Chair shall assume the duties of the Chair when the Chair is absent or unable to perform the duties of the Chair.

Article IX – Staff

- A. Commission staff shall include a position of Executive Director, who may be an employee of a non-profit organization contracted to provide support to the Commission. Prior to the performance of duties on behalf of the Commission, the individual identified to fill the position of Executive Director shall be approved by a majority vote of the Board of Supervisors. The position of Executive Director is terminable at will by a majority vote of the Board of Supervisors.
- B. The Executive Director will be recruited and identified for Board approval pursuant to a process, which is mutually agreed to by Commission and the Orange County Community Resources Department, or if contracted out, to be recruited and identified for Board Approval in conjunction with the Orange County Community Resources Department with the input of the Commission utilizing job posting resources that will enable the position to be advertised to the widest range of qualified applicants. Compensation for the position of Executive Director shall be set within a pre-determined salary range. If the Executive Director position is not an employee of a non-profit organization contracted to provide support to the Commission, recruitment for the position shall be appropriately advertised on the Orange County jobs website, interviewed, and selected in accordance with the Orange county Merit System Selection rules and Appeals Procedure available in the Orange County Human Resource Service Department.
- C. The Executive Director shall be an individual that has knowledge of, and agrees to follow, the Brown Act and Parliamentary Procedure.
- D. The Executive Director shall be responsible to the Commission for Program duties.

Article X – Clerk of the Board (“Clerk”)

- A. Attendance at Meetings
The Clerk, or a representative designated by the Clerk, shall attend each meeting of the Commission and maintain a record of all proceedings and directions of the Commission. Agenda items or groups of items will be called by the Clerk.
- B. Preparation and Distribution of Agenda
The Clerk will prepare, post and distribute all agendas of the Commission meetings. The agenda shall consist of a brief general description of each item to be considered by the Commission, pursuant to the Ralph M. Brown Act, Government Code section 54950 et seq.

The Clerk will also prepare, post and distribute all supplemental agendas when there has been an item added, continued, deleted, and/or modified since the distribution of the initial meeting agenda.

The regular Commission meeting agenda will be distributed and made available to the public on the Friday preceding the Thursday regular meeting.

Article XI – Meetings

- A. The Commission shall hold one regular meeting a month. Meeting of the Commission shall be held in accordance with the Ralph M. Brown Act, Government Code Section 54950, et seq., as amended and held at a location within Orange County, California that satisfies the access requirements of the American with Disabilities Act. If the room is available at the time the meeting is scheduled, regular meetings shall be held in the Planning Commission Hearing Room at the County Hall of Administration during regular business hours.

- B. A special meeting of the Commission may be called by the Chair, the Executive Committee or by a quorum of the Commission. Notice of special meetings shall be delivered to members personally, by mail or electronically, and must be received no later than twenty-four hours in advance of the meeting. Written notice of such meetings must be provided to any person who has previously requested notice.
- C. Written notice of regular Commission meetings will be mailed out to any person who previously requested notice one week prior to the meeting. In all other cases, notice shall be given 72 hours prior to the meeting. Regular meetings shall be held at the regular time and date.

Article XII – Quorum, Voting, and Commission Actions

- A. A majority of existing Commissioners shall constitute a quorum.
- B. Each Commissioner shall have one vote.
- C. All Commission actions and recommendations shall be by motion, duly seconded, and carried by an affirmative vote of a majority of members present. Such actions and recommendations shall include, but not be limited to the following:
 1. Approval of a program undertaken on the Commission’s behalf;
 2. Approval of a solicitation of funds for a Commission program prior to the initiation of the solicitation.
 3. Approval of expenditure of funds on a Commission program.
- C. Commission staff shall not be used to assist in planning non-Commission events or activities during their contracted working hours.
- E. The Commission shall have no authority to accept gifts or donations on behalf of the County.

Article XIII – Committees

- A. The Chairperson of the Commission may establish ad hoc committees to accomplish time-limited tasks that support the goals of the Commission. .
- B. When appropriate, committees may call on other knowledgeable individuals who are not Commission members to act as consultants to the committees. Said individuals shall be subject to the conflict of interest statutes, regulations and ordinances.

Article XIV – Advocacy

- A. The Commission website shall be hosted on the Orange County Community Resources domain.
- B. Statements, press releases, and reports must be approved by a quorum of the Commission. Consistent with the Commission’s purpose, and to promote open discussion, understanding, and the free exchange of ideas, any member of the Commission may file and have published a minority report in which any other member may join. Such a minority report shall be published concurrently as a part of the document containing the majority report. Commission statements and press releases, which have not been approved by the Board of Supervisors, shall indicate that they do not represent official County position.
- C. All Commission communications shall be on Commission letterhead.
- D. Commission recommendations on legislation must be approved by the majority vote of a quorum of the Commission and submitted to the County Executive Office legislative planning committee

for recommendation to the Board of Supervisors. The Commission shall not take positions on legislation without approval of the Board of Supervisors.

- E. Neither the Commission nor any of its Commissioners shall promote, directly or indirectly, any political party, political candidate or political activity using the name, emblem, or any other identifier of the Commission.

Article XV – Bylaws

- A. Adoption of Bylaws: These Bylaws shall become effective upon approval of the Board of Supervisors.
- B. Amendments to Bylaws: These Bylaws may be amended by an affirmative vote of the majority of those members present at any regular meeting provided the amendments have been submitted to the membership in writing at least one month prior to the meeting. All amendments must be approved by the Board of Supervisors.

Article XVI – Lifespan

The Commission shall have a permanent lifespan, subject to dissolution by a majority vote of the Board.

Adopted by Board Resolution Number 71-196 on 2/24/1971

Amended by Board Resolution Number 82-1868 on 12/14/1982

Amended by Board Resolution Number 85-1648 on 11/19/1985

Amended by Board Resolution Number 15-099-15-106 on 9/22/2015

Proposed Fundraising Activities

Categories of Marketing, Sponsorship or Donation Opportunities	OCCR Actions	Examples		
		OC Animal Care	OC Community Services	OC Public Libraries
<p>Community Initiated: Interested parties with offers to support OCCR programs, events or activities. Examples of possible programs or events include: Pet Expos, Job Fairs, Senior Summits, Literary Orange, Summer Reading Programs, Volunteer Appreciation Events, Health Expos, Veteran’s Day Events and Celebrations, Resource Fairs, Author Visits, etc.</p>				
<ul style="list-style-type: none"> Corporate programs for community benefit 	<ol style="list-style-type: none"> Apply through the company’s program If agreement required, seek board approval Process donation/ acknowledgement Document outcomes 	<ul style="list-style-type: none"> Funds Pet food Event Supplies Animal Care Items Promotional products 	<ul style="list-style-type: none"> Funds Personal care items Educational materials Promotional and Assistive Items for participants Event Supplies 	<ul style="list-style-type: none"> Funds Books Promotional Items for participants Educational materials
<ul style="list-style-type: none"> Local Businesses or Community Groups offering donations 	<ol style="list-style-type: none"> Respond to offers Document according to marketing plan criteria Seek board approval for any agreements Process donation/ acknowledgement Document outcomes 	<ul style="list-style-type: none"> Funds Food for events Event Supplies Promotional Items for participants Animal Care Items 	<ul style="list-style-type: none"> Funds Personal care items Food or other event supplies Incentive items Promotional and Assistive Items for participants 	<ul style="list-style-type: none"> Funds Food for events Event Supplies Incentives Prizes for participants
<ul style="list-style-type: none"> Individual donors/bequests 	<ol style="list-style-type: none"> Respond to offer Process donation/ acknowledgements Document outcomes 	<ul style="list-style-type: none"> Restricted purpose donations Monetary donations Animal Care Items 	<ul style="list-style-type: none"> Restricted purpose donations Monetary donations In kind donations 	<ul style="list-style-type: none"> Restricted purpose donations Monetary donations In-kind donations

Proposed Fundraising Activities

Exhibit 1

Categories of Marketing, Sponsorship or Donation Opportunities	OCCR Actions	OC Animal Care	OC Community Services	OC Public Libraries
<p>OCCR Initiated: OCCR staff offer donation and sponsorship opportunities through community contacts, web postings, social media, newsletters and other public communications for activities such as Animal Adoption Campaigns, Spay and Neuter Awareness, Disaster Preparedness, National Library Week, Community Information Fairs, Branch Library Events, Services at Homeless Shelters, Family Self Sufficiency Events and other programs and projects.</p> <p>Limited outreach to potential sponsors and donors through correspondence, meetings and other direct contact.</p>				
<ul style="list-style-type: none"> • Community or Business donor/ sponsor • Individual donor/supporter 	<ol style="list-style-type: none"> 1. Initiates contacts 2. Evaluates offers 3. Seek board approval for agreements 4. Process donation/ acknowledgement 5. Document outcomes 	<ul style="list-style-type: none"> • Funds • Pet food • Food for events • Event Supplies • Animal Care Items • Promotional products 	<ul style="list-style-type: none"> • Funds • Food for events • Event Supplies • Personal Care Items • Promotional products 	<ul style="list-style-type: none"> • Funds • Food for events • Event Supplies • Books and Learning supplies • Promotional products

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