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## MEMORANDUM

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Date: March 26, 2015  
To: The Honorable Members, Board of Supervisors  
From: *ACC* Angela Calvillo, Clerk of the Board  
Subject: Family Violence Council

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Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided:

**File No. 150083      Family Violence Council**

*This Ordinance changes the composition of the existing Family Violence Council and establishes a sunset date.*

- Does a current body address the same or similar subject matter?

*No current body addresses the same or similar subject matter.*

- Language requiring the body to meet at least once every four months

*Section 5.190-4(d) states that the Council shall meet at least once every quarter.*

- Language indicating members serve at the pleasure of the appointing authority

*The composition of the Council consists mostly of specific department heads, or his/her designee, who are not appointed. Section 5.190-4(a) allows the Steering Committee, which is made up of three Council members, to appoint up to three additional members to the Council and these members shall serve at the pleasure of the Steering Committee.*

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- Language establishing attendance requirements

*Section 5.190-5(a) states that members appointed by the Steering Committee may be removed by the Steering Committee if they miss three meetings in any one year period. If members are designated by a department head in any of the other seats and miss three meetings in one year, the Council may request that department head designate another individual.*

- Number of seats and qualifications

*There are 24 seats consisting of specific department heads, or his/her designee, and the possibility of up to three additional members appointed by the Steering Committee.*

- Term limits (i.e., commencement date? staggered terms?)

*Section 5.190-4(b) states that Council members in seats 10, 12, 13, or 17 can only serve for six years out of a nine-year period. Section 5.190-4(a) states that members who are appointed by the Steering Committee serve for one year. The terms for the remaining members are not specified since the seats are specific to a department head, or his/her designee.*

- Administering department

*The Department on the Status of Women shall provide support to the Council.*

- Reporting requirements

*Section 5.190-5(c) states that the Council shall submit an annual report of its recommendations to the Board of Supervisors. The Council may also submit recommendations to the courts and the Mayor.*

- Sunset date

*Section 5.190-7 terminates the Council on May 1, 2018, unless the Board of Supervisors extends the term by Ordinance.*