



## Legislation Details (With Text)

**File #:** 07-1179      **Version:** 6      **Name:** PCS - Adopt Authorities, Boards, Commissions, and Committees Handbook  
**Type:** Agenda Item      **Status:** Approved  
**File created:** 10/4/2007      **In control:** City Council  
**On agenda:** 2/19/2008      **Final action:** 2/19/2008

**Title:** Recommendation to City Council to concur in the recommendation of the Personnel and Civil Service Committee to: [1] adopt the "Authorities, Boards, Commissions, and Committees Handbook" dated February 19, 2008; [2] adopt the Personnel and Civil Service Committee practice of docketing agenda items relative to any Charter Commission nominee two weeks after the deliberations; and [3] request the Office of the Mayor to extend the validity of the Authorities, Boards, Commissions and Committees Application to two years from one year, for confirmation by the City Council.

**Sponsors:** COUNCILWOMAN GERRIE SCHIPSKE, FIFTH DISTRICT, CHAI, Personnel and Civil Service Committee

**Indexes:**

**Code sections:**

**Attachments:** 1. 100907-C-6sr&att.pdf, 2. 121107pcs.att2, 3. 121807pcs.att2, 4. 121807pcs.att2a, 5. 121807pcs.att2b, 6. 012208pcs.att2, 7. 012208-R-25sr&att.pdf, 8. 021208.pcs.att3.doc, 9. 021908-R-19sr&att.pdf

Date	Ver.	Action By	Action	Result
2/19/2008	6	City Council	approve recommendation	Pass
2/12/2008	6	Personnel and Civil Service Committee	approve recommendation	Pass
2/12/2008	6	Personnel and Civil Service Committee	approve recommendation	Pass
2/12/2008	6	Personnel and Civil Service Committee	second substitute motion	
2/12/2008	6	Personnel and Civil Service Committee	approve recommendation	Pass
1/22/2008	5	City Council	withdrawn	
1/8/2008	3	Personnel and Civil Service Committee	recommend	Pass
1/8/2008	3	Personnel and Civil Service Committee	recommend	Pass
1/8/2008	3	Personnel and Civil Service Committee	approve recommendation	Pass
10/9/2007	1	City Council	approve recommendation and refer	Pass

Recommendation to City Council to concur in the recommendation of the Personnel and Civil Service Committee to: [1] adopt the "Authorities, Boards, Commissions, and Committees Handbook" dated February 19, 2008; [2] adopt the Personnel and Civil Service Committee practice of docketing agenda items relative to any Charter Commission nominee two weeks after the deliberations; and [3] request the Office of the Mayor to extend the validity of the Authorities, Boards, Commissions and Committees Application to two years from one year, for confirmation by the City Council.

At the Personnel and Civil Service Committee meeting held on Tuesday, February 12, 2008, the

Committee continued its discussion regarding the adoption of the proposed Authorities, Boards, Commissions and Committees Handbook and recommended specific requirements regarding the application, nomination and appointment process.

The purpose of the Handbook is to bring greater consistency and transparency to City Commissions. The Handbook is modeled after the handbooks offered by other cities, and seeks to give a general overview of how to apply for commissions, serve effectively, and follow the relevant laws and regulations (e .g., the Brown Act). Upon adoption, the Handbook will be distributed to current and future City Commissioners as well as all departments that staff commissions.

Approve recommendation.

Gerrie Schipske  
Councilwoman, Fifth District  
CHAIR, PERSONNEL AND CIVIL SERVICE COMMITTEE