

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center | 200 South School Street | Ukiah, California 95482
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COMMISSIONERS

Maureen Mulheren, Chair
County Member

Gerald Ward, Vice-Chair/Treasurer
Public Member

Gerardo Gonzalez
City Member

Candace Horsley Elected
Special District Member

Glenn McGourty
County Member

Mari Rodin
City Member

Vacant
Special District Member

Francois Christen, Alternate
Special District Member

Douglas Crane, Alternate
City Member

John Haschak, Alternate
County Member

Richard Weinkle, Alternate
Public Member

STAFF

Executive Officer
Uma Hinman

Clerk/Analyst
Larkyn Feiler

Counsel
Scott Browne

REGULAR MEETINGS

First Monday of each month
at 9:00 AM in the
Mendocino County
Board of Supervisors
Chambers
501 Low Gap Road, Ukiah

Approved November 16, 2023

Policies and Procedures Committee

Meeting Minutes

February 16, 2023, 1:00 p.m.

Meeting held in-person and remotely via Zoom.

1. CALL TO ORDER & ROLL CALL

The meeting was called to order by Chair Gonzalez at 1:06 p.m.

Members Present: Commissioners Gonzalez, Mulheren (joined at 1:10 p.m. and left at 1:31 p.m.), Rodin

Staff Present: Executive Officer Uma Hinman, Analyst Larkyn Feiler, Legal Counsel Marsha Burch

**EO Hinman noted a correction to the agenda which stated Executive Committee meeting instead of Policies and Procedures Committee meeting.*

2. PUBLIC EXPRESSION

None

3. MATTERS FOR DISCUSSION & POSSIBLE ACTION

3a) Approval of the May 11, 2021 Policies & Procedures Committee Minutes

Upon motion by Commissioner Rodin and second by Commissioner Mulheren, the minutes of the May 11, 2021 Policies & Procedures Committee Meeting were approved. Commissioner Rodin abstained due to not being present at the meeting.

Ayes: Gonzalez and Mulheren.

3b) Draft Policy Implementing AB 2449

EO Hinman introduced the item regarding the draft policy for implementation of AB 2449. Legal Counsel Burch provided an overview and noted that the draft policy is lengthy because the bill is very detailed. The following are discussion points:

1. Correct typo in Section 3.8.1.1.3, part 2, item 3: The commissioner shall disclose at the meeting ~~the~~ before any action is taken whether any other...
2. Clarification on Section 3.8.1.1.3, part 3, item 2, a disruption in broadcasting the meeting to the public is related to if LAFCo technology goes down, not a member of the public losing connection, which is a common occurrence in rural areas. A quorum of Commissioners is required to be present in-person, so disruption in the remote attendance of a Commissioner will not require meeting adjournment.
3. Language change to singular instead of plural in Section 3.8.1.1.3, part 1, item 5: A commissioner(s) ~~has have~~ not attended...
4. LAFCo staff will need to keep track of Commissioner remote attendance to comply with provisions for maximum in-person absences (a total of 2 meetings per year and no more than 3 consecutive meetings for changes in calendar year).

5. A hybrid meeting format could be helpful for Committee meetings in addition to Commission meetings, assuming that technology needs can be met in a non-Board Chambers space.
6. Further research is needed, but it appears initially that the maximum number of in-person absences for Commissioners would be calculated separately for Commission meetings and Committee meetings.
7. The new law makes it difficult to appear remotely and is intended to return to in-person Brown Act meetings.
8. The new law applies to decision-makers, not agency staff. The EO will be present in-person at meetings and other staff, Legal Counsel, consultants, and presenters can attend remotely, as was the case prior to covid.

The Policies and Procedures Committee recommended the draft policy for Commission consideration and addressing remote attendance for Committee meetings.

Craig Schlatter, Community Development Director for the City of Ukiah, requested clarification on how agenda items are created, and Chair Gonzalez explained that items can come from multiple sources, such as the Commission, LAFCo staff, and the public.

4. INFORMATION AND REPORT ITEMS

4a) Executive Officer Report

EO Hinman had no items to report.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:00 p.m. by Chair Gonzalez.