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**DATE:** February 11, 2020

**TO:** Board of Supervisors

**FROM:** James R. Williams, County Counsel

**SUBJECT:** Amended Bylaws for the Human Rights Commission

**RECOMMENDED ACTION**

Approve amended bylaws for the Human Rights Commission.

**FISCAL IMPLICATIONS**

The recommended action will have no fiscal implications.

**REASONS FOR RECOMMENDATION**

Bylaws establish the rules of procedure for a legislative body such as the Human Rights Commission (“Commission”), including the duties and powers of Commission members, the election of officers, the conduct of meetings, and the establishment of committees. The Commission’s bylaws were last updated in 2014.

The bylaws have been amended to conform to the County Ordinance Code provisions concerning the Commission and current practices, and add information about the annual Work Plan requirement, conflicts of interests, and the requirements for AB 1234 ethics training and sexual harassment prevention and anti-bullying training.

The Human Rights Commission reviewed the proposed amended bylaws at its November 14, 2019 meeting, and approved submission for approval.

At its December 20, 2019 meeting, the Children, Seniors, and Families Committee approved forwarding the amended bylaws to the Board of Supervisors.

**CHILD IMPACT**

The recommended action will have no/neutral impact on children and youth.

**SENIOR IMPACT**

The recommended action will have no/neutral impact on seniors.

## **SUSTAINABILITY IMPLICATIONS**

The recommended action will have no/neutral sustainability implications.

## **BACKGROUND**

The Board of Supervisors established the Human Relations Commission in 1972. The purpose of the Commission is to advise the Board of Supervisors on matters that foster mutual respect and understanding among or between people within Santa Clara County and to address incidents of prejudice and discrimination perpetrated on and by people, or groups of people, within Santa Clara County because of race, religion, national origin, cultural background, sex, sexual orientation, age, disability, or other factors. On January 15, 2019, the Board adopted an ordinance updating the name of the Commission to the Human Rights Commission.

## **CONSEQUENCES OF NEGATIVE ACTION**

The amended bylaws will not be approved by the Board of Supervisors.

## **STEPS FOLLOWING APPROVAL**

The Clerk of the Board shall notify the Chair of the Commission, and Kim Forrester in the Office of the County Counsel.

## **LINKS:**

- Linked To: 99350 : 99350  
[November 14, 2019 Human Rights Commission Mtg., Item 8]
- Linked To: 99635 : 99635  
[December 20, 2019 CSFC Mtg., Item 5]

## **ATTACHMENTS:**

- Redlined Human Rights Commission Bylaws (amended) (PDF)
- Human Rights Commission Bylaws (amended) (PDF)