

To: Olin Woods, Chairman, and Members of the
Yolo County Local Agency Formation Commission

From: Elizabeth Castro Kemper, Executive Officer

Date: July 26, 2010

Subject: CALAFCO 2010 Board of Director Nominations

Recommended Action

1. Determine nominees for the ballot of the CALAFCO Annual Conference in October 2010.
2. Confirm the nomination of Stephen Souza for the 2010 CALAFCO Executive Board, City Member, Central Region.

Reason for Recommended Action

The CALAFCO Recruitment Committee is accepting nominations to its Executive Board and has provided the background information and forms for nominations to each LAFCO in the State. The election will be held at the annual conference and is scheduled during the CALAFCO Business Meeting on Wednesday, October 6, 2010.

Fiscal Impact

CALAFCO Executive Board Members are not reimbursed by the Association. Each LAFCO absorbs the traveling costs for their own member on the Executive Board. The estimated annual traveling costs will vary depending on the location of Board meetings. The Board meets four times each year, alternating between northern and southern California. The annual cost could range from \$500 to \$1,000 if air travel is required. Sufficient funds are budgeted for this expense.

COMMISSIONERS

*★ Public Member Olin Woods, Chair ★
★ County Member Matt Rexroad, Vice Chair ★
★ City Members Stephen Souza, Skip Davies ★ County Member Helen M. Thomson ★*

ALTERNATE COMMISSIONERS

★ Public Member Robert Ramming ★ City Member Bill Kristoff ★ County Member Jim Provenza ★

STAFF

*★ Executive Officer Elizabeth Castro Kemper ★ Assistant Executive Officer Elisa Carvalho ★
★ Commission Clerk Terri Tuck ★ Commission Counsel Robyn Truitt Drivon ★*

Background

At the annual CALAFCO conference, an election determines board members. The information attached explains the election procedure and the seats available this year. Nominations are due to the Recruitment Committee by September 3, 2010.

Commissioner Souza is currently a member of the CALAFCO Board. Due to the change in CALAFCO Bylaws and the new process for elections Commissioner Souza's term expires this year. Mr. Souza has indicated he is interested in again running for a city member seat in the newly created Central Region.

Additional seats will be available in the Central Region, if other Yolo LAFCO Commissioners are interested. There will be no incumbent in the Public Member category for the Central Region. There are also county and special district categories.

Attachment: 2010 CALAFCO Board of Directors Elections Nomination packet

**2010
Board of Directors**

Chair

ROGER ANDERSON
Santa Cruz LAFCo

Vice Chair

SUSAN VICKLUND WILSON
Santa Clara LAFCo

Treasurer

JERRY GLADBACH
Los Angeles LAFCo

Secretary

SEPI RICHARDSON
San Mateo LAFCo

BILL CONNELLY
Butte LAFCo

MARY JANE GRIEGO
Yuba LAFCo

KAY HOSMER
Colusa LAFCo

GAY JONES
Sacramento LAFCo

GEORGE LANGE
Ventura LAFCo

THEODORE NOVELLI
Amador LAFCo

DENISE RUSHING
Lake LAFCo

CATHY SCHLOTTMANN
Santa Barbara LAFCo

ALLEN SETTLE
San Luis Obispo LAFCo

STEPHEN SOUZA
Yolo LAFCo

CHRIS TOOKER
Sacramento LAFCo

Staff

WILLIAM S. CHIAT
Executive Director

SR JONES
Executive Officer

CLARK ALSOP
Legal Counsel

LOU ANN TEXEIRA
Deputy Executive Officer

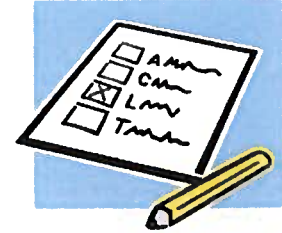
KATE MCKENNA
Deputy Executive Officer

9 July 2010

To: Local Agency Formation Commission
Members and Alternate Members

From: Chris Tooker, Chair (916-653-1634)
Recruitment Committee
CALAFCO Board of Directors

RE: Nominations for 2011 CALAFCO Board of Directors



The elections this fall for the CALAFCO Board of Directors mark a major revision to the procedure for how Board Members are elected. For the first time Members will be elected by regions, as approved by the membership in the Bylaws amendment vote which concluded today. In addition the Board has been expanded by one seat to 16 members.

Serving on the CALAFCO Board is a unique opportunity to work with other commissioners throughout the state on legislative, fiscal and operational issues that effect us all. The Board meets four times each year at alternate sites around the state. The time commitment is small and the rewards great!

By decision of the Board, all 16 seats will be up for election. There are four seats for each of the four regions. The seats in the region are designated one each: county, city, special district, and public member. For this first year under the new procedures, two of the seats in each region will be designated as two-year terms and two will be designated as one-year terms. The terms will be determined by lot after the elections. All subsequent elections will be for two-year terms. Either a regular commissioner or an alternate from a member LAFCo in good standing may serve on the CALAFCO Board.

The election will be conducted during regional caucuses at the CALAFCO annual conference prior to the Annual Membership Meeting held on Thursday, October 7, 2010 at the Hilton Palm Springs Resort.

Please inform your Commission that the CALAFCO Recruitment Committee is accepting nominations for the above-cited offices until September 3, 2010. Incumbents are eligible to run for another term. Nominations received by September 3rd will be included in the Recruitment Committee's Report, copies of which will be available at the Annual Conference. Nominations received after this date will be returned; however, nominations will be permitted from the floor during the Regional Caucuses or during at-large elections, if required, at the Annual Membership Meeting.

Board of Directors Nomination and Election Procedures and Forms

The procedures for nominations and election of the CALAFCO Board of Directors [Board] are designed to assure full, fair and open consideration of all candidates, provide confidential balloting for contested positions and avoid excessive demands on the time of those participating in the CALAFCO Annual Conference.

The Board nomination and election procedures shall be:

1. APPOINTMENT OF A RECRUITMENT COMMITTEE

- a. Following the Annual Membership Meeting the Board shall appoint a Committee of four members of the Board. The Recruitment Committee shall consist of one member from each region whose term is not ending.
- b. The Board shall appoint one of the members of the Recruitment Committee to serve as Chairman. The CALAFCO Executive Officer shall appoint a CALAFCO staff member to serve as staff for the Recruitment Committee in cooperation with the CALAFCO Executive Director.
- c. Each region shall designate a regional representative to serve as staff liaison to the Recruitment Committee.
- d. Goals of the Committee are to encourage and solicit candidates by region who represent member LAFCoS across the spectrum of geography, size, and urban-suburban-rural population, and to provide oversight of the elections process.

2. ANNOUNCEMENT TO ALL MEMBER LAFCoS

- a. No later than three months prior to the Annual Membership Meeting, the Recruitment Committee Chair shall send an announcement to each LAFCo for distribution to each commissioner and alternate. The announcement shall include the following:
 - i. A statement clearly indicating which offices are subject to the election.
 - ii. A regional map including LAFCoS listed by region.
 - iii. The dates by which all nominations must be received by the Recruitment Committee. The deadline shall be no later than 30 days prior to the opening of the Annual Conference. Nominations received after the closing date shall be returned to the proposing LAFCo marked "Received too late for Nominations Committee action."
 - iv. The names of the Recruitment Committee members with the Committee Chair's LAFCo address and phone number, and the names and contact information for each of the regional representatives.
 - v. The address to send the nominations forms.
 - vi. A form for a Commission to use to nominate a candidate and a candidate resume form of no more than one page each to be completed for each nominee.

**Key Timeframes for
Nominations Process**

Days*	
90	Nomination announcement
30	Nomination deadline
14	Committee report released

*Days prior to annual membership meeting

- b. No later than four months before the annual membership meeting, the Recruitment

4. AT THE TIME FOR ELECTIONS DURING THE REGIONAL CAUCUSES OR ANNUAL MEMBERSHIP MEETING

- a. The Recruitment Committee Chairman, another member of the Recruitment Committee, or the Chair's designee (hereafter called the Presiding Officer) shall:
 - i. Review the election procedure with the membership.
 - ii. Present the Recruitment Committee Report (previously distributed).
 - iii. Call for nominations from the floor by category for those seats subject to this election:
 1. For city member.
 2. For county member.
 3. For public member.
 4. For special district member.
- b. To make a nomination from the floor, a LAFCo, which is in good standing, shall identify itself and then name the category of vacancy and individual being nominated. The nominator may make a presentation not to exceed two minutes in support of the nomination.
- c. When there are no further nominations for a category, the Presiding Officer shall close the nominations for that category.
- d. The Presiding Officer shall conduct a "Candidates Forum". Each candidate shall be given time to make a brief statement for their candidacy.
- e. The Presiding Officer shall then conduct the election:
 - i. For categories where there are the same number of candidates as vacancies, the Presiding Officer shall:
 1. Name the nominees and offices for which they are nominated.
 2. Call for a voice vote on all nominees and thereafter declare those unopposed candidates duly elected.
 - ii. For categories where there are more candidates than vacancies, the Presiding Officer shall:
 1. Poll the LAFCOs in good standing by written ballot.
 2. Each LAFCo in good standing may cast its vote for as many nominees as there are vacancies to be filled. The vote shall be recorded on a tally sheet.
 3. With assistance from CALAFCO staff, tally the votes and announce the results.
 - iii. Election to the Board shall occur as follows:
 1. For one vacancy, the nominee receiving the highest number of votes is elected.
 2. For two vacancies, the two nominees receiving the two highest numbers of votes are elected.
 3. In case of tie votes:
 - a. For one vacancy, drop all nominees except the two who tied with the highest

6. LOSS OF ELECTION IN HOME LAFCO

Board Members and candidates who lose elections in their home office shall notify the Executive Director within 15 days of the certification of the election.

7. FILLING BOARD VACANCIES

Vacancies on the Board of Directors may be filled by appointment by the Board for the balance of the unexpired term. Appointees must be from the same category as the vacancy, and should be from the same region.

These policies and procedures were adopted by the CALAFCO Board of Directors on 12 January 2007 and amended on 9 November 2007, 8 February 2008, 13 February 2009, and 12 February 2010. They supersede all previous versions of the policies.

CALAFCO Regions



Board of Directors Nominations Form

Nomination to the CALAFCO Board of Directors

In accordance with the Nominations and Election Procedures of CALAFCO,

_____ LAFCo of the _____ Region

Nominates _____

for the (check one) City County Special District Public

Position on the CALAFCO Board of Directors to be filled by election at the next Annual
Membership Meeting of the Association.

LAFCo Chair

Date

NOTICE OF DEADLINE

Nominations must be received by **September 3, 2010** to be considered by the Recruitment Committee. Send completed nominations to:

CALAFCO Recruitment Committee
c/o Chris Tooker
Sacramento LAFCo
1112 I St., Suite 100
Sacramento, CA 95814-2836

Board of Directors Candidate Resume Form

Nominated By: _____ LAFCo Date: _____

Region (please check one): Northern Coastal Central Southern

Category (please check one): City County Special District Public

Candidate Name _____

Address _____

Phone Office _____ Mobile _____

e-mail _____ @ _____

Personal and Professional Background:

LAFCo Experience:

CALAFCO or State-level Experience: