



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

To: RCSA Leadership Advisory Committee  
From: Natalie Dillon, Regional Director  
Subject: 2022 Meeting Schedule and Location (Agenda Item #8)  
Date: December 1, 2021

### Meeting Frequency

During the February 24, 2021 meeting of the Leadership Advisory Committee (LAC), staff recommended that we convene meetings twice annually – the first meeting to be held in February/March prior to budget submission and to discuss performance from previous federal fiscal year; and the second meeting to occur around August/September to discuss performance planning and priorities for the upcoming federal fiscal year. The LAC bylaws allow for a minimum of one meeting per year.

Article V, Section 1 of the Leadership Advisory Committee bylaws state:

The Regional Director will convene the Child Support Leadership Advisory Committee (LAC) meeting a minimum of one time per year. The Committee will meet at such times and places the Committee shall decide and will be called by the Regional Director. Meetings can be held in person, telephonically or virtually.

Given it was the first year of the Regional Child Support Agency (RCSA), there was interest and the LAC voted to meet quarterly the first year and to consider adjusting for future years.

Staff recommends the LAC meet twice in 2022 around February and August; with focus on budget and performance reporting.

### Meeting Location

Staff recommends that the LAC continue to meet virtually until no longer possible. When the LAC meets in person, staff recommends that meetings be held on a rotational basis, with the first meeting being held at the RCSA in Woodland, the second in Colusa County (specific location to be determined), and the third in Sutter County (specific location to be determined) – rotating in this order until decided otherwise.

### Actions Needed:

1. Consider and vote on the frequency of LAC meetings for calendar year 2022;
2. Consider and vote on the staff recommendation to meet virtually until no longer permissible under the rules of the Brown Act, and to rotate meeting location thereafter.