



San Gabriel Valley Council of Governments

NOTICE OF THE MEETING OF THE AD HOC LEGISLATIVE COMMITTEE

Date: Monday, December 5, 2016 – 5 PM

Location: West Covina City Hall (1444 W Garvey Ave, West Covina, CA)

Chair
Kevin Stapelton
City of Covina

MEMBERS
Baldwin Park
Covina
El Monte
Monterey Park
Pomona
Rosemead
Walnut
West Covina
Water Districts

Thank you for participating in this meeting. The SGVCOG encourages public participation and invites you to share your views on agenda items.

MEETINGS: Agendas are available at the San Gabriel Valley Council of Government's (SGVCOG) Office, 1000 South Fremont Avenue, Suite 10210, Alhambra, CA, and on the website, www.sgvkog.org. Copies are available via email upon request (sgv@sgvcog.org). Documents distributed to a majority of the Committee after the posting will be available for review in the SGVCOG office and on the SGVCOG website. Your attendance at this public meeting may result in the recording of your voice.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all SGVCOG meetings. Time is reserved at each regular meeting for those who wish to address the Committee. SGVCOG requests that persons addressing the Committee refrain from making personal, slanderous, profane or disruptive remarks.

TO ADDRESS THE COMMITTEE: At a regular meeting, the public may comment on any matter within the jurisdiction of the Committee during the public comment period and may also comment on any agenda item at the time it is discussed. At a special meeting, the public may only comment on items that are on the agenda. Members of the public wishing to speak are asked to complete a comment card or simply rise to be recognized when the Chair asks for public comments to speak. We ask that members of the public state their name for the record and keep their remarks brief. If several persons wish to address the Committee on a single item, the Chair may impose a time limit on individual remarks at the beginning of discussion. **The Committee may not discuss or vote on items not on the agenda.**

AGENDA ITEMS: The Agenda contains the regular order of business of the Committee. Items on the Agenda have generally been reviewed and investigated by the staff in advance of the meeting so that Committee members can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion on these items unless a Committee member or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered after the Consent Calendar. If you would like an item on the Consent Calendar discussed, simply tell Staff or a member of the Committee.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SGVCOG office at (626) 457-1800. Notification 48 hours prior to the meeting will enable the SGVCOG to make reasonable arrangement to ensure accessibility to this meeting.



PRELIMINARY BUSINESS

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (*If necessary, the Chair may place reasonable time limits on all comments*)
5. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting

CONSENT CALENDAR (*It is anticipated that the Legislative Ad-Hoc Committee may take action on the following matters*)

6. Legislative Ad-Hoc Meeting Minutes
Recommended Action: Approve.

DISCUSSION ITEMS (*The Committee may consider taking action on any of these items*)

7. Legislative Committee Draft Proposed Structure
Recommended Action: For information.

COMMITTEE MEMBER ITEMS

ANNOUNCEMENTS

ADJOURN



SGVCOG Legislative Ad-Hoc Committee Unapproved Minutes

Date: October 10, 2016

Time: 5:00 PM

Location: SGVCOG (1000 S. Fremont Ave, Alhambra, Ca)

PRELIMINARY BUSINESS

1. Call to Order
This meeting was called to order at 5:08 pm

2. Pledge of Allegiance

3. Roll Call

Members Present

Covina	K. Stapleton
Rosemead	M. Clark
Walnut	B. Pacheco
Water Districts	T. Wong
Glendora	J. Nelson

Absent

Baldwin Park
El Monte
Monterey Park
Pomona
West Covina

COG Staff

Phil Hawkey, Staff
Christian Cruz, Staff

4. Public Comment
No public comment.

5. Changes to Agenda Order: Identify emergency items arising after agenda posting and requiring action prior to next regular meeting
There were no changes to the Agenda.

DISCUSSION ITEMS

6. Welcome and Introduction – Kevin Stapleton

 7. Legislative Committee Scope of Work
The Ad-Hoc committee proposed this committee to be a heads up committee that refers legislation to each Policy Committee, Executive Committee and Governing Board. The Legislative Committee can track and identify legislation but not necessarily develop any positions. The Legislative Committees primary focus will be legislation that falls within the COG Strategic Plan,
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however, any legislation that will have an impact on COG cities local control or causes serious concerns for COG members will be looked at and reported out to the Board and Policy Committees.

It was suggested the COG look into hiring a lobbying firm to provide information from Sacramento to the COG. Finally, the Ad-Hoc committee members indicated that the Legislative Committee can make a recommendation of “oppose” or “support” and provide background information to the Policy Committees, Executive Committee and the Governing Board.

8. Coordination with Existing Committees

It was suggested that the COG partner with sources like the SGVEP Legislative Committee or League of California Cities, however, it was pointed out that at this point it is prudent to start small with a specific focus on Policy issues before we coordinate with other agencies. When the Policy Committees have legislative issues they will give a heads up to the Legislative Committee and the Policy Committee will then bring the issue to the Executive Committee and then to the Governing Board.

9. Appointments to the Committee

It was proposed that the Legislative Committee should be at most 7 members with at least 4 Governing Board delegates or alternates and 3 volunteer/appointees. The Ad-Hoc Committee suggested appointment to this committee should follow the current practice by the SGVCOG that would allow anyone one to sign-up and volunteer to serve. However, a committee appointee does not have to be a member of the COG Governing Board or an alternate but the majority of the committee should be part of the Board or an alternate and the Chairs of the Policy Committees do not have to sit on the Legislative Committee. Finally, it proposed that the COG representative to the league of California Cities should be chosen from within the Legislative Committee.

10. Staff Support Needs

COG Staff will organize the Legislative Committee meetings, develop agendas and coordinate with Policy Committees on legislation that the Legislative Committee should be aware of and track.

ACTION ITEMS

UPDATE ITEMS

COMMITTEE MEMBER ITEMS

STAFF ANNOUNCEMENTS

ANNOUNCEMENTS

ADJOURN

Meeting adjourned at 6:24 p.m.

Legislative Ad-Hoc Committee

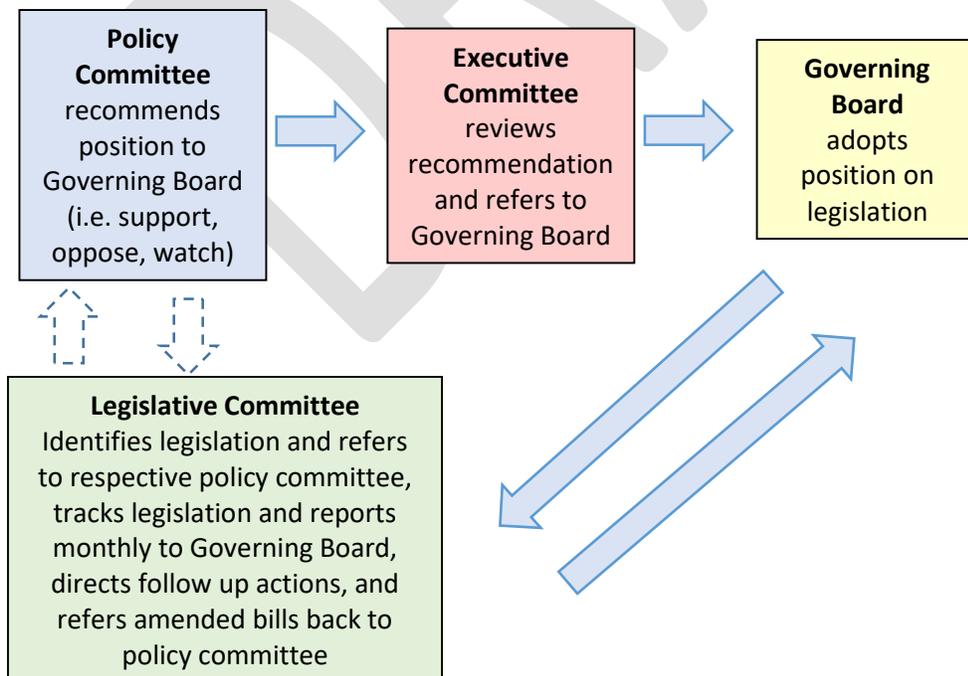
Scope and Purpose

The Legislative Ad-Hoc Committee will assist policy committees and the Governing Board in identifying and tracking legislation. The Committee's primary focus will be on legislation that relates to the areas identified in the SGVCOG's Strategic Plan (i.e. stormwater, transportation, and homelessness). Committee members will rely on analysis conducted by partner organizations (e.g. SCAG, Metro, League of California Cities, SGVEP, and LA County Solid Waste Task Force) to identify legislation to refer to policy committees. The Legislative Ad-Hoc Committee, under special circumstances, may communicate to the Executive Committee and/or Governing Board about critical legislation that does not clearly fall under the purview of the Policy Committees.

Policy Committees will continue to identify legislation and make recommendations directly to the Governing Board but will notify the Legislative Ad-Hoc Committee. In the event the Governing Board elects to pursue a lobbyist the Legislative Ad-Hoc Committee would be involved in the selection process.

Once the Governing Board adopts a position (i.e. support, oppose or watch), the Legislative Committee will be responsible for tracking that legislation and submitting a monthly report to the Governing Board. The Legislative Committee will be authorized to take additional action to support the Governing Board's adopted position (i.e. submit additional letters of support/opposition, submit testimony, or meet with legislators). Should the Legislative Committee identify major amendments to legislation for which the Governing Board has adopted a position, the Committee would refer that amended legislation back to the respective Policy Committee.

Process



Roles and Responsibilities

Committee members:

- Submit to staff any legislation to be considered by the Committee at least 10 days prior scheduled Legislative Committee meetings.
- Recommend legislation to be referred to policy committees.
- Represent SGVCOG at legislative hearings, briefings, and other functions to represent SGVCOG's adopted positions.
- Nominate the SGVCOG representative on the Legislative Committee of the California Division of the League of California Cities.
- Prepare annual SGVCOG legislative priorities for consideration by the Governing Board.

Staff:

- Based on legislation that is received from Ad-Hoc Legislative Committee members, prepare a monthly committee agenda.
- Prepare analysis for each bill identified by Legislative Committee members.
- Once Governing Board adopts a position on legislation, prepare monthly tracking sheet identifying the status of legislation.
- Prepare written testimony, letters of support, or other briefing documents to support SGVCOG's adopted positions and coordinate meetings with legislators and other key stakeholders.

Implementation

- This Committee will operate as an Ad-Hoc for one (1) legislative cycle trial period to best determine what functions a permanent Policy Committee will need to best serve the goals of the SGVCOG members.
- As an Ad-Hoc Committee, membership can be capped at ten (10) members on a first come first served basis. At least one (1) Committee member must be a member of the Executive Committee.
- The Legislative Ad-Hoc Committee shall meet when legislation is identified and ready for the Ad-Hoc Committee to discuss and refer or there has been a significant change to pending legislation that the Ad-Hoc Committee or Governing Board has taken a position on previously.
- The Legislative Ad-Hoc Committee shall provide support and guidance to the Policy Committees on identified legislation.