

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 5/16/03  
**Department Name:** Equal Opportunity  
**Department No.:** 012  
**Agenda Date:** 6/17/03  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Michael F. Brown  
County Administrator

**STAFF CONTACT:** Claudia Lujan  
Equal Opportunity Manager

**SUBJECT:** Revision of Bylaws: Affirmative Action Commission & Commission For Women

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**Recommendation(s):**

That the Board of Supervisors review and adopt the amended bylaws for the Affirmative Action Commission and the Commission For Women.

**Alignment with Board Strategic Plan:**

GOAL III: ORGANIZATIONAL EFFECTIVENESS – A strong, professionally managed organization

**Executive Summary and Discussion:**

Each of the bylaws have been reviewed by County Counsel and voted on and passed by the respective commissions. The major change to both the Affirmative Action Commission bylaws and the Commission for Women bylaws include, the formation of an Executive Committee. This will enable the Commissions to discuss and take action on issues in a more timely manner than monthly meeting schedules currently afford.

Secondly, the Commission for Women has restructured the elected offices from Chairperson and Vice Chairperson to Chairperson and Chair-Elect. It is the Commission's belief that this structure will maintain the continuity of Commission's operations from year to year.

**Mandates and Service Levels:** None

**Fiscal and Facilities Impacts:** None

**Special Instructions:** None

**Concurrence:** County Counsel