



October 27, 2022

INFORMATION  ACTION

**SUBJECT: ADVISORY COMMITTEE STRUCTURE**

**SUMMARY OF THE ISSUE**

At the request of Commissioners, F5CA staff were tasked with providing context for the current formation of advisory committees and to initiate a discussion on potential options for restructuring.

Per Proposition 10 (The Act), Statute: 130145. Advisory Committees, *“the state commission and each county commission shall establish one or more advisory committees to provide technical and professional expertise and support for any purposes that will be beneficial in accomplishing the purposes of this act. Each advisory committee shall meet and shall make recommendations and reports as deemed necessary or appropriate.”*

Additionally, Article V of the California Children and Families Commission Bylaws states, *“Standing committees shall be appointed by a majority vote of the commission as the commission deems necessary.”*

Since its inception, the Commission has assigned two Commissioners to each advisory committee to provide high-level guidance and direction to F5CA staff on the development of policy and programmatic proposals for consideration by the full Commission. However, in 2019, the Commission assigned five Commissioners to the Public Education and Outreach Advisory Committee, thereby subjecting that committee to the provisions and requirements of the Bagley-Keene Open Meeting Act.

If an advisory committee is delegated any authority of the full Commission and exercises that authority, or if three (3) or more persons are assigned to a committee, then those meetings must be publicly noticed and accessible to the public pursuant to the Bagley-Keene Open Meeting Act.<sup>1</sup> If an advisory committee is limited to two (2) persons or less, then the committee meetings are not subject to the provisions of the Bagley-Keene Open Meeting Act<sup>2</sup>. Additionally, the decision to expand or otherwise make advisory committees public will have an impact on the manner in which topics are discussed during those meetings, and potentially change the purpose of what advisory committees were intended to achieve.

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<sup>1</sup> Government Code, § 11121(b)

<sup>2</sup> Government Code, § 11121(c)

The purpose of each advisory committee is as follows:

- **Executive:** Develops/reviews Commission meeting agendas and provides guidance on significant administrative issues and staff activities. Consists of the Commission Chair and Vice Chair.
- **Public Education and Outreach:** Reviews public education and outreach campaigns carried out under Proposition 10 and provides guidance to staff regarding effective communication strategies for hard-to-reach and low-income parents and families of young children.
- **Legislative:** Reviews and provides guidance on legislation and budget items within the Commission's subject matter jurisdiction, including the statutory purposes of Proposition 10, and policies and programs affecting early childhood
- **Research and Evaluation:** Reviews and provides guidance on the Commission's research and evaluation agenda, consistent with the statutory requirements of Proposition 10, including studies on early childhood development.
- **Program:** Reviews and provides guidance on the Commission's program agenda, which includes the development and implementation of programs designed for children, parents, and the early learning workforce, ensuring equity is incorporated in F5CA programs.
- **Fiscal:** Reviews and provides guidance on the fiscal management of F5CA, including revenue and expenditure projections, and the use of sound accounting principles in the development of budgets and financial statements.
- **Strategic Planning:** Participates in the development and implementation of F5CA's strategic plans, reviewing input from staff, county commissions, and stakeholders. Provides guidance to strategic planning staff and/or consultants. Assists in briefing the Commission on the status of the planning process and implementation.

Depending on Commission discussion for this item, F5CA staff plan to bring back an action item in January 2023 to approve a new structure for advisory committees, including name, purpose, consolidation, and new assignments.

## **SUMMARY OF PREVIOUS COMMISSION DISCUSSION AND ACTION**

Due to the transition of new Commissioners and vacancies within the advisory committees, the Commission approved new assignments (outlined below) during the July 2022 Commission Meeting. The approval of assignments was also made with the understanding that F5CA staff would return at the October 2022 Commission Meeting to further the discussion about the structure of advisory committees.

The current advisory committee assignments are as follows:

**Executive:** Chair Pérez and Vice Chair Hazan

**Public Education and Outreach:** Commissioner Alvarez, and Commissioner Majors, Commissioner Munger, Commissioner Risso

**Legislative:** Chair Pérez and Vice Chair Hazan

**Research and Evaluation:** Commissioner Alvarez and Commissioner Mijic

**Program:** Commissioner Majors and Commissioner Risso

**Fiscal:** Commissioner Jimenez and Commissioner Mijic

**Strategic Planning:** Commissioner Jimenez and Commissioner Munger

## **ATTACHMENTS**

None.