

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

AGENDA OF AUGUST 26, 2015

REGULAR MEETING

TO: Ken Humphreys, Chair, and
Members of the El Dorado County Local Agency Formation
Commission

FROM: José C. Henríquez, Executive Officer
Kara K. Ueda, LAFCO Counsel

AGENDA ITEM #8: CONSIDER THE ADOPTION OF A CODE OF CONDUCT

RECOMMENDATION

Staff recommends that the Commission consider the proposed “code of conduct,” adopt it into the Policies and Guidelines by labeling it Section 1.8 and renumber the existing Section 1.8 as Section 1.9.

REASON FOR RECOMMENDED ACTION AND BACKGROUND

As the Commission is aware, one of staff’s initiatives this year is for this agency to receive the Certificate of Transparency from the Special District Leadership Forum. Although not an SDLF requirement, one of the identified best practices was for a governing body to have an adopted “code of conduct” in its bylaws or governing policies.

Currently, the Commission has policies on how to conduct its meetings (Policies & Guidelines Section 1.7) and policies and procedures for its personnel (Appendix F of the P&G). There are no policies on how Commissioners should behave during meetings. Staff and Counsel have reviewed sample policies from other agencies and adapted them for LAFCO’s purposes. The draft policy is set forth in Attachment A. As it can be seen, the proposed section details common sense expectations that all current members are already employing. The proposed section also contains an enforcement procedure in case the Commission ever spots a violation of this policy.

If adopted, staff recommends adding these to the Policies & Guidelines as Section 1.8. The current Section 1.8 would be renumbered as Section 1.9.

Attachments

Attachment A: Proposed Code of Conduct Policy