



Administration Committee Meeting Agenda

Friday, October 8, 2021

2:00 – 4:00 pm

Meeting will be held via videoconference. Please join via [Zoom Link](#) or call (669) 900-6883. Meeting ID: 506 439 0481

Commission Members: Shelby Boston, Dr. Shaun-Adrián Choflá, Tami Ritter; Danette York

Staff Support: Anna Bauer, Anna Ling

Item 1 **Welcome, Agenda Review**

Item 2 **[Adopt Proclamation for Assembly Bill 361](#)**

The Committee shall take ACTION to adopt a proclamation in order to be in compliance with Assembly Bill 361 which allows for continued teleconference for Brown Act meetings with modified requirements due to the declared state of emergency for the Covid-19 pandemic.

Item 3 **[Review 4th Quarter Financial Report](#)**

Item 4 **Review Policies and Procedures**

The Committee will review, discuss and make recommendations about the following revised policies and procedures:

[Compliance](#)

Item 5 **Commission Membership Application Process**

The Committee will discuss the Commission membership application process, including conversion of Alternate Commissioners to Commissioners and vice versa.

Item 6 **[Commission Advisory Committees](#)**

The Committee will review and discuss the role of its Advisory Committees

Item 7 **[Approve Agenda for the October 29, 2021 Commission Meeting](#)**

The Committee will review and approve the draft Commission agenda.

Item 8 **Develop the 2022 Administration Committee meeting schedule for the following weeks**

2/7-10; 4/11-15; 6/6-10; 8/8-12; 10/10-14; 11/29-12/2

Item 9 **Adjourn, Next Admin Committee Meeting Monday, November 29, 2021 from 2:00 – 4:00 pm**

Attachments:

[2021-2026 Strategic Plan](#)