

ARTICLE X - COMMITTEES

Section 1: There may be committees created by the SCAC as required to carry out the work of the SCAC. No committee shall make policy for the SCAC, but shall present recommendations, motions and outcomes from committee meetings at the next SCAC meeting, for revision and approval. Any SCAC member(s) or community member(s) may chair or participate on these committees.

Section 2: The SCAC may create ad hoc committees on an as needed basis. The duties of the ad hoc committees shall be outlined at the time of appointment. The ad hoc committees meet on an irregular basis, but report to the Council as needed. The committee shall be dissolved when its final report has been made to the Council.

Section 3: Each committee will have a chairperson elected by the Council. The committee chair will present the plans of work to the SCAC for approval. Work will be undertaken with the approval of the SCAC. The SCAC will review the plan. All committee updates, including committee members, must be brought to SCAC for approval.

Section 4: The existing standing committees are as follows:

- a. Traffic and Circulation
- b. Land Use
- c. Parks and Recreation

Section 5: Examples of ad hoc committees

- a. General Plan Amendment (GPA)
- b. Bylaws
- c. Election
- d. Finance and Audit

Section 6: Operating Procedures for Standing Committees

- a. The chairperson of each committee shall select a vice chair, subject to a majority vote by the committee members.
- b. Each committee shall consist of at least three members and meet on a regular basis at least once a month.
- c. Standing committees will publish their agendas at least 72 hours prior to their meetings. Minutes of all meetings, including members in attendance, shall be published to the SCAC website within ten (10) days of committee approval. 12
- d. Every agenda shall provide for a period of public comments on matters within the committee's scope of interest but which are not on the agenda. Public comment shall be limited at the committee chair's discretion, provided time limits are applied equally to all persons desiring to speak.
- e. Committee members may vote on motions only if they have been actively involved in the business of the committee as determined by the committee chairperson.
- f. The minutes of the meeting shall reflect the committee members' attendance as well as a record of all motions.
- g. In the event of conflicts of interest, the SCAC Bylaws shall apply to all Committees and their members.
- h. The SCAC Bylaws, The SLO County Community Advisory Council Handbook and Title 22 shall apply to all Committees and their members.

Comment [DW1]: Delete c. Parks and Recreation

Comment [DW2]: Add e. Parks and Recreation