

# SUMMARY ACTION MINUTES

## REGULAR MEETING ORANGE COUNTY HUMAN RELATIONS COMMISSION

Thursday, February 9, 2023, 11:00 A.M.



County Administration South  
601 N. Ross Street, Multipurpose Room, 105  
Santa Ana, California 92701

**JO-ANNE P. MATSUBA**  
Chair

**JENNIFER S. WANG**  
Vice Chair

**ADA BRICEÑO**  
Commissioner

**AMY BUCH**  
Commissioner

**ADELI DURON**  
Commissioner

**MICHAEL KENT**  
Commissioner

**DOT LEACH**  
Commissioner

**JANY LEE**  
Commissioner

**RHONDA SHADER**  
Commissioner

**RABBI RICK STEINBERG**  
Commissioner

**VACANT**  
Commissioner

ATTENDANCE: Commissioners Briceño, Buch, Duron, Kent, Leach, Matsuba, Shader and Steinberg

ABSENT: Commissioner Lee

PRESENT: EXECUTIVE DIRECTOR Norma Lopez  
CLERK OF THE COMMISSION Jamie Ross & Dora Guillen, Deputy Clerks

*The Orange County Human Relations Commission is an independent advisory body, and our positions do not necessarily reflect the positions of the County of Orange Board of Supervisors.*

1. Call the Meeting to Order  
**MEETING CALLED TO ORDER AT 11:07 A.M., BY CHAIR MATSUBA; CHAIR MATSUBA ASKED ALL TO OBSERVE A MOMENT OF SILENCE FOR SHOOTING VICTIMS IN MONTEREY PARK, HALF MOON BAY AND ALHAMBRA, AND FOR TYRE NICHOLS**
2. Opening quote/reflection  
**COMMISSIONER BRICEÑO SHARED A QUOTE FROM PRESIDENT JOHN F. KENNEDY**

## SUMMARY ACTION MINUTES

3. Overview of Monthly Summary of Commission Activities

**PRESENTED**

### **OPEN FORUM**

None

### **HEARING/SPEAKER/PRESENTATION:** (Item 4)

4. Orange County Civil Rights History by OC Human Relations Council

**PRESENTED**

### **ACTION ITEMS:** (Items 5 - 6)

5. Review, discuss and vote on 2023 Commission meeting calendar proposal (Continued from 1/12/23, Item 5)

152346789 10 **APPROVED AS PRESENTED**

x

**COMMISSIONER BRICEÑO SUGGESTED COMMISSIONERS BRING PEOPLE TO COMMISSION MEETINGS; OCCR STAFF TO LOOK INTO POSSIBLE MEDIA ADVISORY AND REQUESTING BOARD OF SUPERVISORS TO MENTION COMMISSION MEETINGS IN WEEKLY NEWSLETTERS**

6. Review, discuss and vote on proposed bylaws changes to be submitted for approval to the Board of Supervisors (Continued from 1/12/23, Item 6)

921345678 10 **APPROVED AS AMENDED: ARTICLE IV(C)(2) TO READ “ALL AT-LARGE COMMISSION MEMBER APPOINTMENTS AND COMMISSION MEMBER APPOINTMENTS MADE UNDER THE PROCESS COORDINATED BY THE CITY COUNTY COORDINATING COMMITTEE AND THE COUNTY CLERK OF THE BOARD AS DESCRIBED IN ARTICLE IV(A)(C), ...”**

x

### **DISCUSSION ITEMS:** (None)

### **INFORMATION ITEMS:** (Items 7 - 9)

7. Commission staff reports:

- a. National Day of Racial Healing Dialogue Day – 1/17/23
- b. Trip to Washington, DC – Racial Healing Day Event with NLC

**PRESENTED**

8. Update from OC Chiefs and Sheriff

**PRESENTED**

9. OCSD Interfaith Council Update

**PRESENTED; NEXT EVENTS ON 6/20/23, 8/9/23 AND 10/16/23**

### **ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Leach – Oral Re.: Tyre Nichols; experiences of her own son with law enforcement; would like to encourage more law enforcement and minority groups to share their experiences.

Commissioner Kent – Oral Re.: Expressed appreciation of Commissioner Leach’s comments.

## SUMMARY ACTION MINUTES

Chair Matsuba – Oral Re.: Day of Racial Healing panel on 2/24/23, she is participating with Vice Chair Wang; recent loss of her mother-in-law.

Commissioner Shader – Oral Re.: Introduced herself to Commission.

**ADJOURNED:** 12:56 P.M.

\*\*\* KEY \*\*\*

### *Left Margin Notes*

1 Ada Briceño	A = Abstained
2 Amy Buch	X = Excused
3 Adeli Duron	
4 Michael Kent	
5 Dot Leach	N = No
6 Jany Lee	C.O. = Commission Order
7 Jo-Anne P. Matsuba	
8 Rhonda Shader	Reso = Resolution
9 Rabbi Rick Steinberg	Ord = Ordinance
10 Jennifer S. Wang	

*(1st number = Moved by; 2nd number = Seconded by)*

/s/

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JO-ANNE MATSUBA

Chair

/s/

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Jamie Ross, Deputy  
Clerk of the Commission



# Orange County Human Relations Commission

**MISSION:** *Seek out the causes of tension and conflict, discrimination and intolerance, and eliminate those causes*

## MONTHLY SUMMARY OF ACTIVITIES: JANUARY 2023

<b>CONTRACT ACTIVITY</b>	<b>12/14/22-3/31/23</b>	<b>4/1/23-6/30/23</b>	<b>7/1/23-9/30/23</b>	<b>10/1/23-12/31/23</b>	<b>1/1/24-3/31/24</b>	<b>4/1/24-6/30/24</b>	<b>Total</b>
A. Organize meetings for the Hate Crime Prevention Network group and lead hate prevention efforts.	1						1
B. Monitor and offer support when intergroup relations or bias related community conflicts, tension or crisis arise.	0						0
C. Follow-up on hate activity reports referred from 211-OC.	1						1
D. Offer listening sessions or restorative community dialogues process to promote respect and understanding to diverse communities and/or to address tension, conflict, or crisis when it arises (i.e., law enforcement, schools, religious institutions, nonprofits, etc.)	0						0
E. Service on advisory committees for local city police departments, as well as assist the Orange County Sheriff's Department, to convene a countywide interfaith Advisory Council	0						0
F. Deliver multilingual, multicultural, & diverse community-based hate prevention through community outreach, relationship building efforts, collaboration and network meetings, and attending diverse community/law enforcement events	2						2
G. Provide monthly comprehensive Hate Activity Database & Reporting data reports	7						7



# Orange County Human Relations Commission

MISSION: Seek out the causes of tension and conflict, discrimination and intolerance, and eliminate those causes

## Hate-Motivated Activities in Orange County

January 2023



7 Total Hate-Motivated Activities Reported

### HATE CRIMES VS. HATE INCIDENTS



Out of the 7 hate-motivated activities:

1 hate crime, 3 hate incidents, and 3 unknowns were reported

### SENTIMENT



Race/Ethnicity/  
National Origin\*



Sexuality



Disability



Unknown

### TYPE OF OFFENSE

Threat of Violence  
42.9%

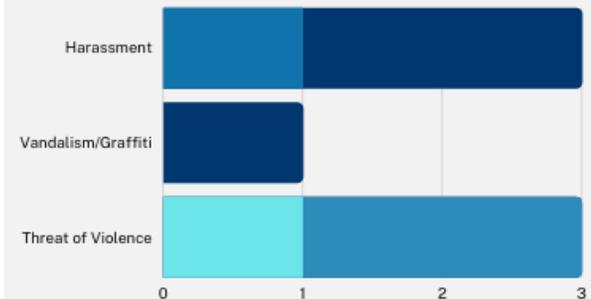


Harassment  
42.9%

Vandalism/Graffiti  
14.3%

### COUNT OF TYPE BY OFFENSE AND MOTIVATION

Anti-Asian Anti-Latinx Anti-White Unknown



Source: OC Human Relations Commission

# Orange County Civil Rights History



# Content Warning:

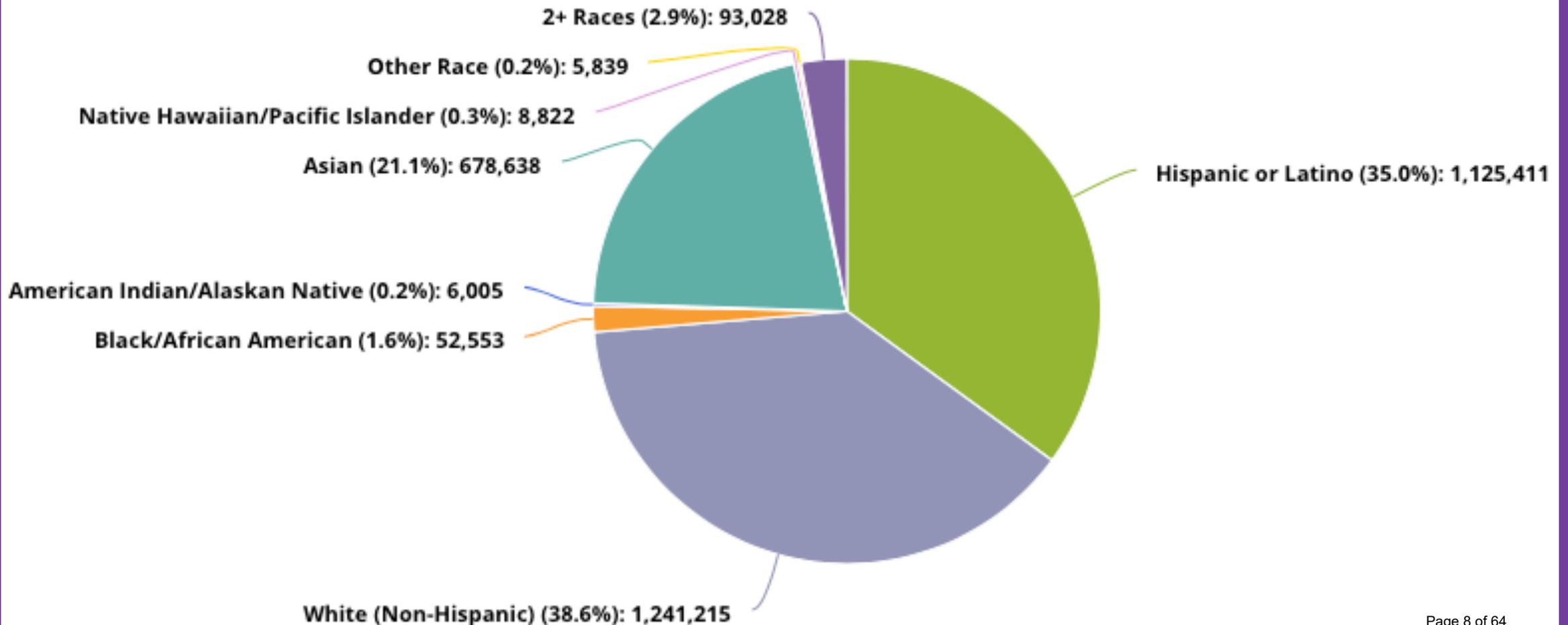
*The events in this Civil Rights History of Orange County presentation do depict injustices, difficult events and instances of violence.*

*Viewer discretion is advised*

# Current Demographics

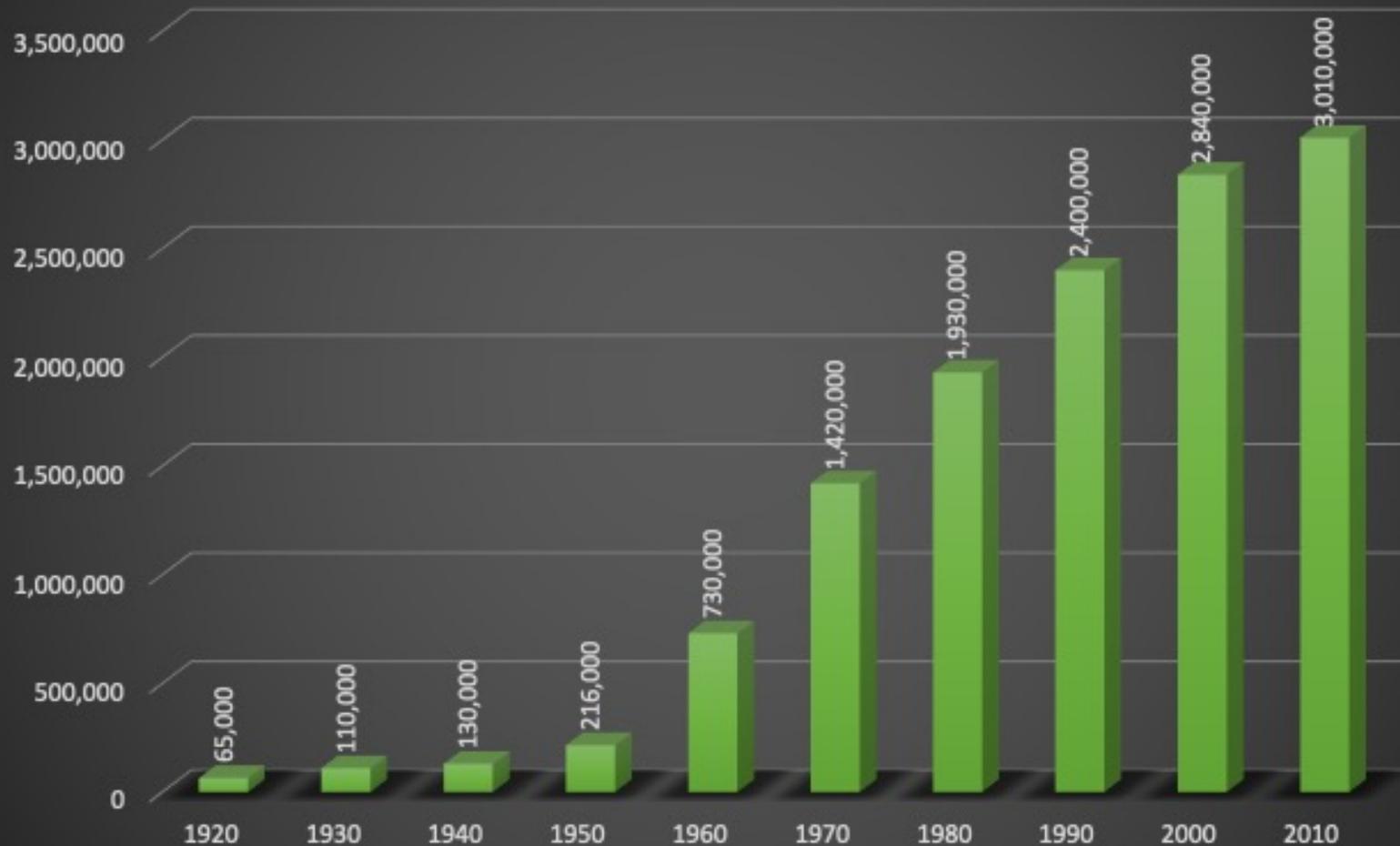
Orange County Population by Race/Ethnicity, 2020

County: Orange



# Population Growth and Projection

OC Population by Decade (US Census)

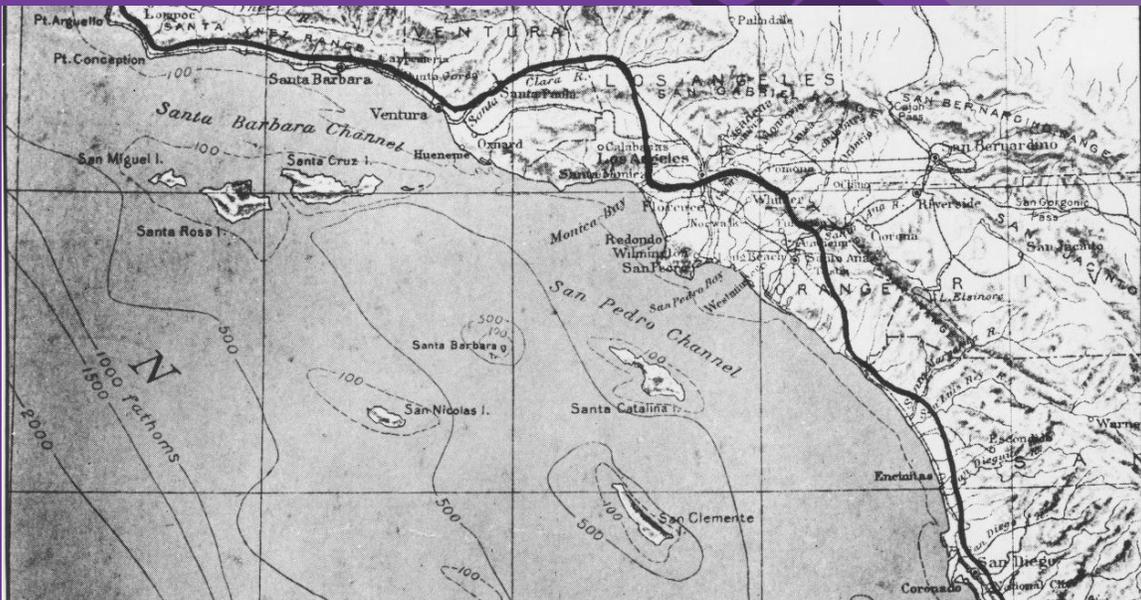


**3,222,498**  
Population 2019

**3,622,988**  
Population 2060

**12%** Percent growth

# In the beginning...





# Early 1800's

- *Early 1800's Mexican Rule*
  - *1846, US-Mexican War*
- *Late 1800's, Land Settlement*

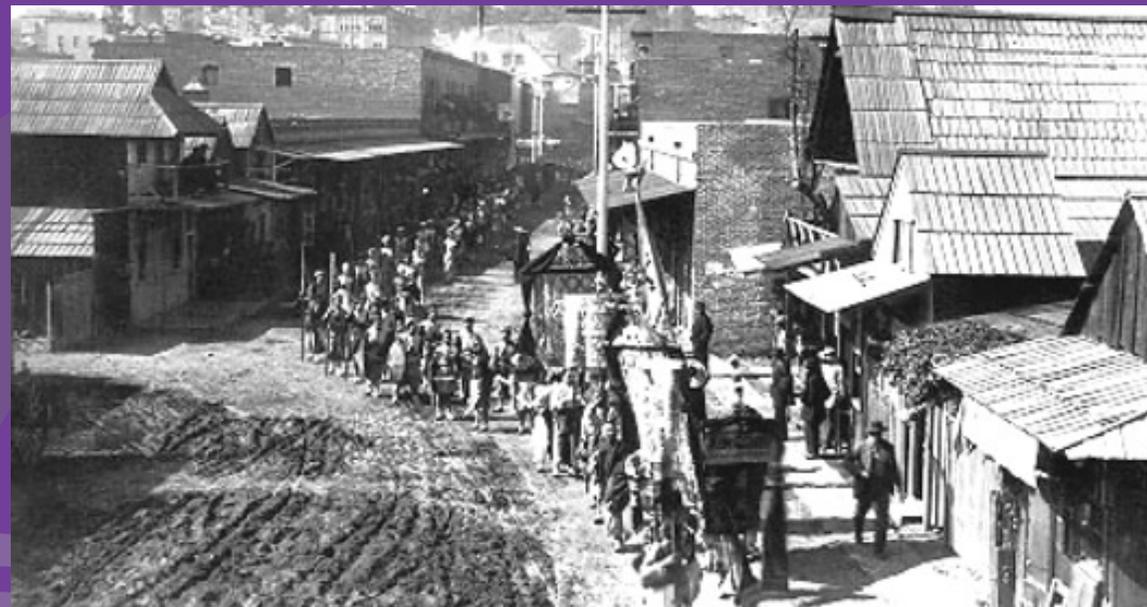
# Late 1800's

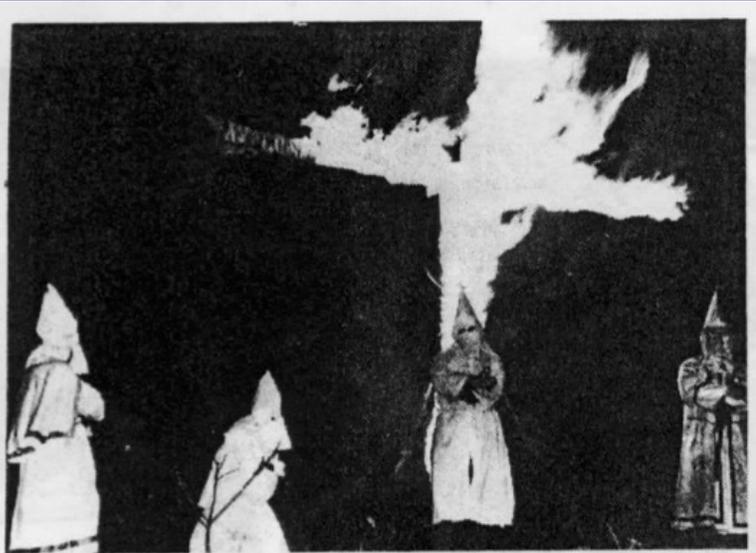
- Towns established
- County of Orange formed





# Santa Ana Chinatown





Klansmen burn a cross during a late-night Anaheim rally in 1924. Courtesy Anaheim Public Library



# Anaheim & the KKK

# Extra! Extra!

CATHOLIC CHURCH AFTER REV. MYERS  
Rome Says Church Will Now Drive  
Rev. Myers From Anaheim, also

Militant Pastor Welcomes Fight and Quotes:

**"Damned be he who first cries Hold Enough"**

Rev. Myers Raises Following Questions:

Have Roman Catholics Forced Plain Dealer to Quit?  
Is Anaheim Bulletin now Operated by Roman Catholics?

Have Certain Merchants Joined Hands With Roman  
Catholics to Rule or Ruin Anaheim?

Is Rev. J. A. Geissinger's Salary now Supplied by  
Roman Catholics?

Will a Rome Controlled Administration Enforce Law?

Are Civic Clubs of Anaheim Controlled by Rome?

Is Chamber of Commerce Controlled by Rome?

What Merchants will support with ads a Rome Con-  
trolled Paper?

What Patriotic Citizen of Protestant Faith will Take a  
Romanized Newspaper?

HEAR GREAT EXPOSURE BY

**REV. LEON L. MYERS**

At Christian Church • • 7-30 P. M.

SUNDAY NIGHT,

MAY 10TH



# KLAN MEMBERS VISIT CHURCH IN ANAHEIM

HOODED AND ROBED FIGURES  
APPLAUDED WHEN THEY  
PRESENT PASTOR CHECK

**K. K. K. IS CHEERED**

First Public Appearance in Coun-  
ty of Invisible Empire Is  
Marked by Silence

# Ku Klux Klan Claims Election at Anaheim

## MOTHER COLONY FAVORS NEW BOARD

Victory Claimed by Klan  
When Old Trustees  
Are Ousted

### TREASURER STAYS

Incumbent Wins Out Over  
Aspirant by Safe  
Margin

Four new members were elected to the board of trustees in the city elections held in Anaheim yesterday, all securing decisive majorities over the present incumbents who were seeking reelection.

The Ku Klux Klan claims the credit for the victories, the men elected having been backed by the hooded knights, according to reports current there today. The fight was keen and at times waged extremely bitter. A big vote was polled. The total number of ballots cast was 2438, which is a high percentage of the registered vote.

FNT pg 1 10-1-1924

# DENUNCIATION OF INVISIBLE GOVERNMENT IS VOICED IN RESOLUTION BY CLUB TODAY

Branding Klan as Un-American and in Opposition to  
Principles Fostered by Rotary Club,  
Resolution Passes Unanimously

**“Little Texas”  
or  
“the Rock”**

**Santa Ana History Series**

**Little Texas: Black Identity in Santa Ana**  
**By Kevin Cabrera**

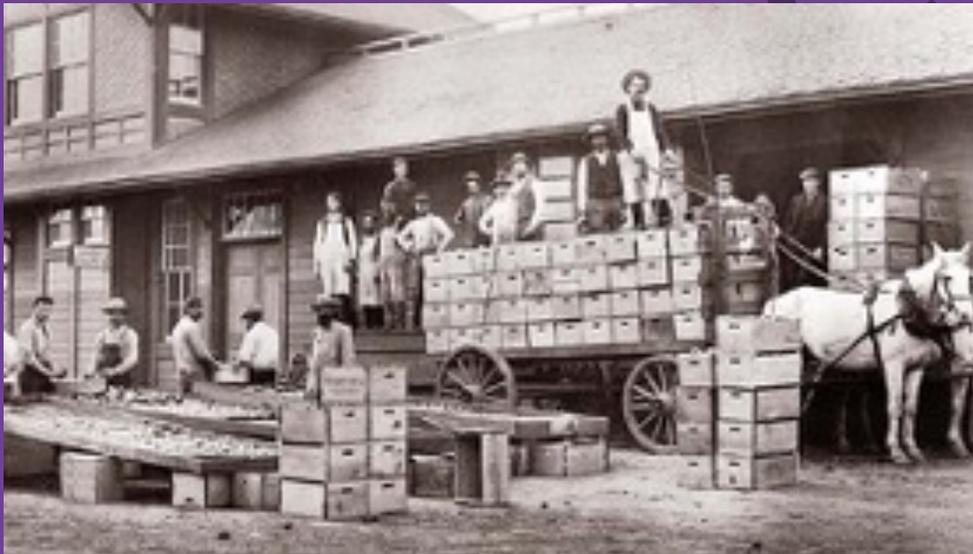
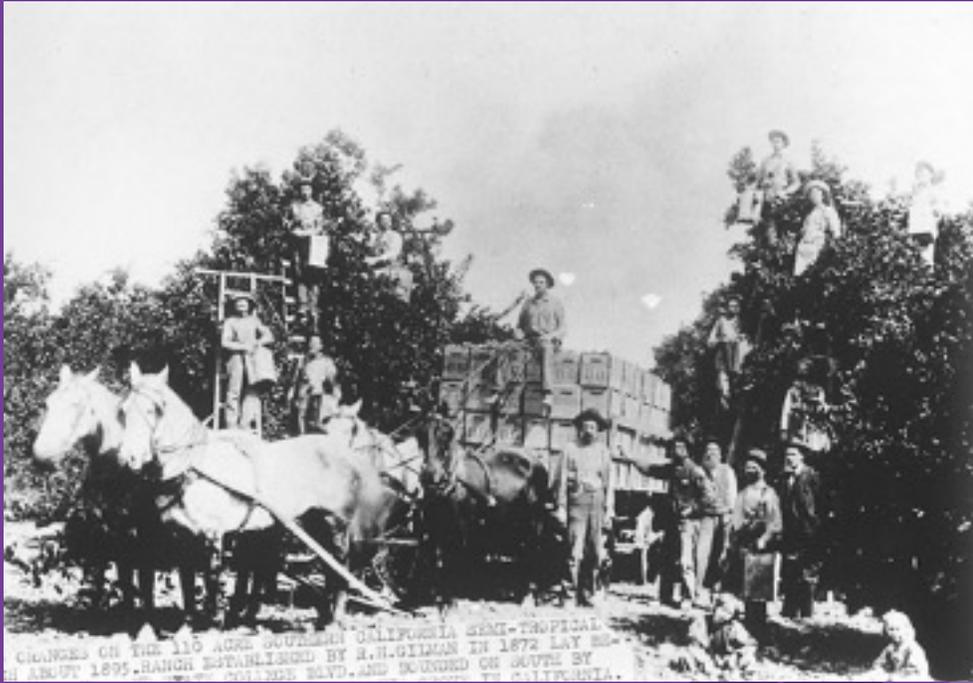


# Pacific Beach Club Torched

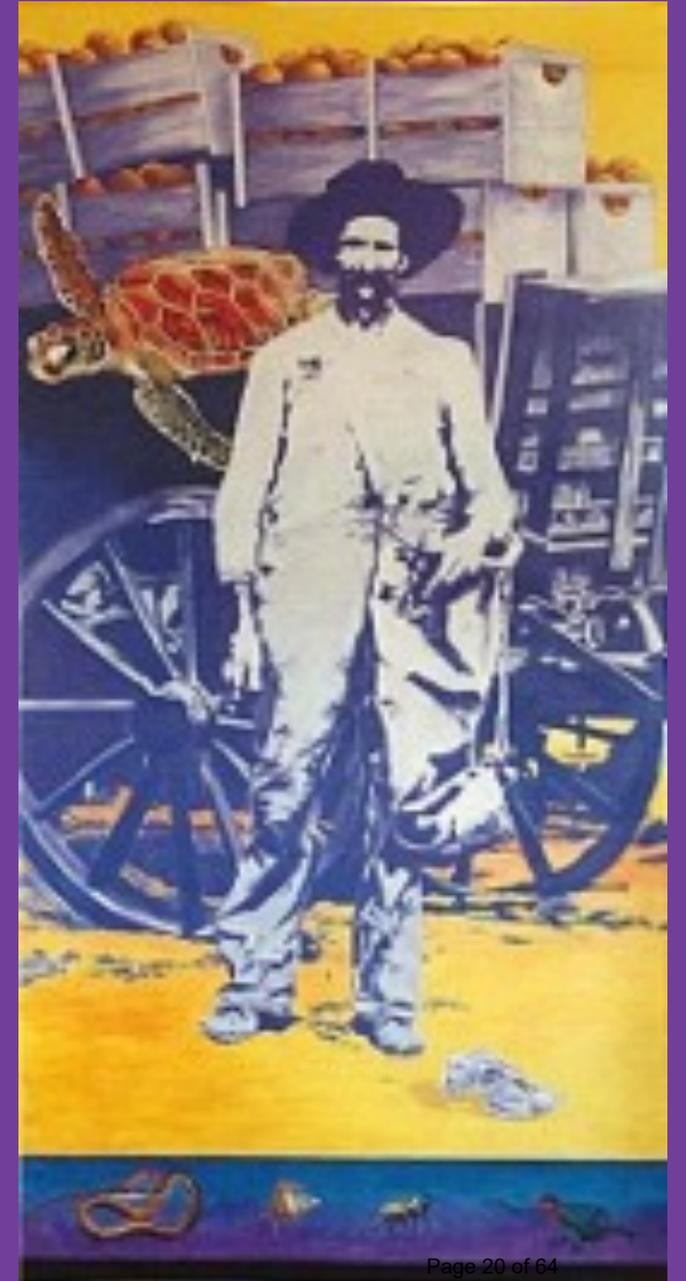


July 4 Parade (1920's)  
Huntington Beach

*Touted to be the “greatest undertaking ever put upon our people in America,” the Pacific Beach Club was to be the largest all-black recreational resort in the United States.*



# Groves and Pickers





# Orange County Farm Strike

*In June of 1936 thousands of  
Orange citrus workers  
went on strike.*

# “Shoot to Kill”



*The OC Sheriff deputized over 400 men and armed them with shotguns, pistols and tear gas.*

# Braceros

*Between 1942 and 1964 a guest worker program was established.*



**After the Japanese attack on Pearl Harbor in 1941, the USA was gripped by war hysteria.**



# Forced Removal of Japanese & Japanese Americans

*120,000 Japanese Americans  
(75% US citizens) were held in  
detention centers &  
concentration camps as a  
result of President Roosevelt's  
1942 Executive Order.*

## **Civilian Exclusion Order No. 5**

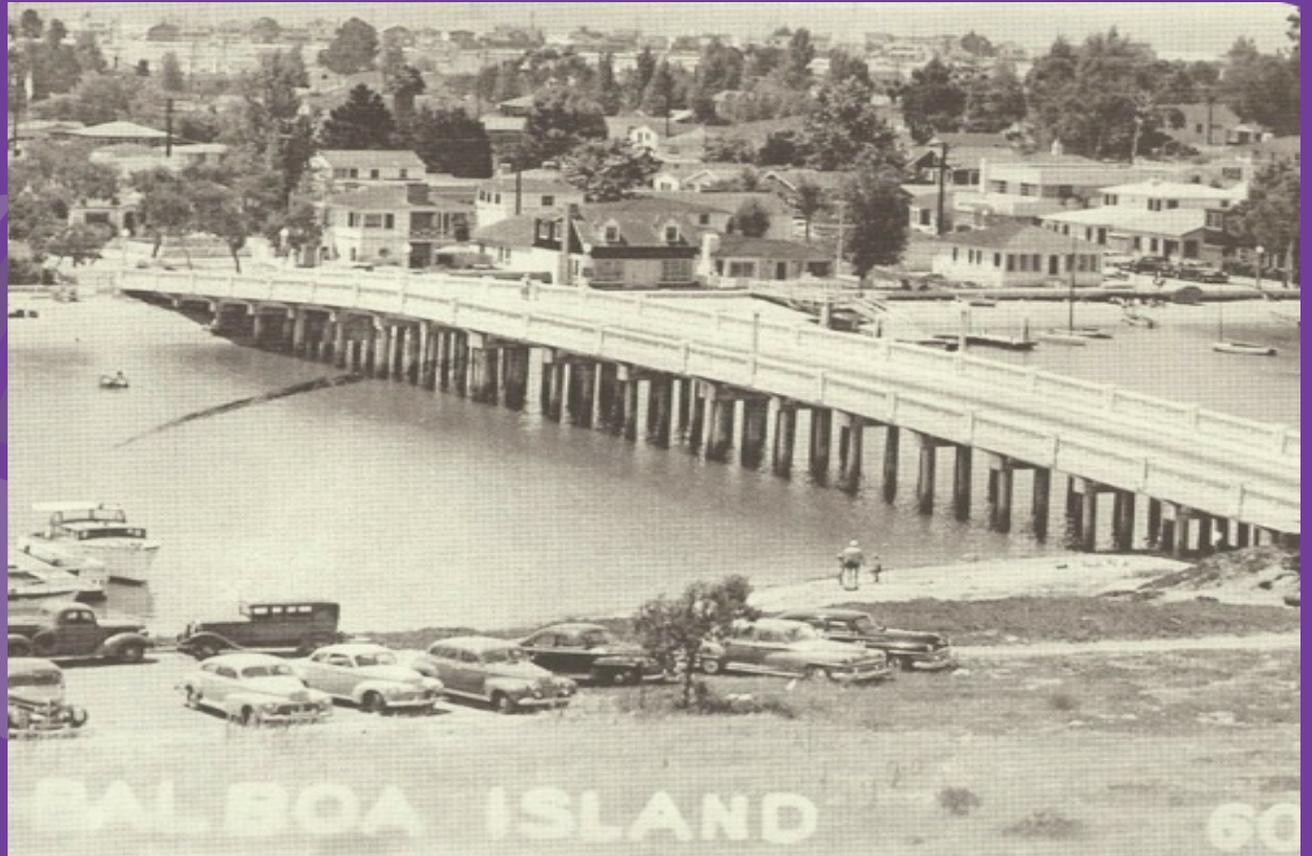
**WESTERN DEFENSE COMMAND AND FOURTH ARMY  
WARTIME CIVIL CONTROL ADMINISTRATION**

**Presidio of San Francisco, California**

**April 1, 1942**

**INSTRUCTIONS  
TO ALL PERSONS OF  
JAPANESE  
ANCESTRY**





# Bans & Sundown Towns

# OC School Segregation



*Prior to 1945 Latino and Anglo students were assigned to different schools.*

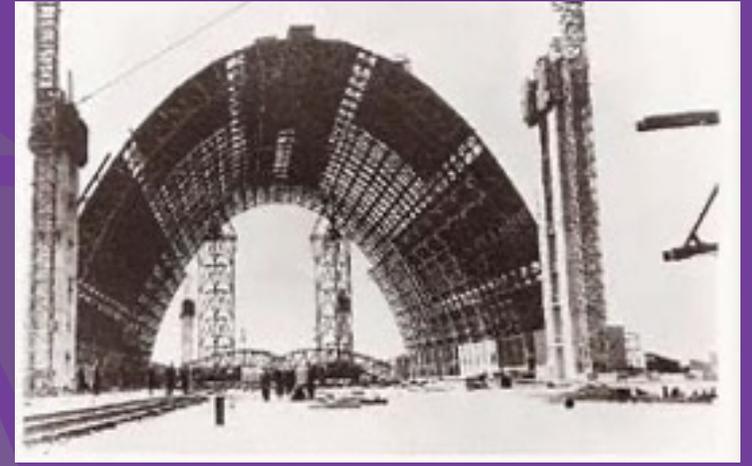
# Mendez et. al. versus the Board of Education

*In 1947, five Mexican American families successfully sued OC School Districts*





# Military and Aerospace



*Orange County's population soared as a result of the bases that were opened during WW II*

# 50s & 60s: Suburban Sprawl

*Subdivisions, shopping malls  
and freeways replaced  
orange groves.*



# Housing & Deed Restrictions

## RESTRICTIONS

OF THE 13 TRACTS)

as provided herein; or any noxious trade or business or use of the property whatsoever.

### **2. Limitation of Occupancy and Ownership:**

(a) No part of said property shall be sold, conveyed, rented, or leased in whole or in part to any person of African or Asiatic descent or to any person not of the white or Caucasian race, except as provided in paragraph (b) hereof.

**A Smile...  
A Handshake...  
No Vacancy.**

**DISCRIMINATION**

Don't be fooled by friendly landlords or rental agents.  
Housing discrimination isn't always obvious.  
Know your rights.

If you suspect unfair housing practices, contact HUD or your local  
Fair Housing Center. Everyone deserves a fair chance.



**FAIR HOUSING IS THE LAW!**

U.S. Department of Housing and Urban Development • 1-800-669-9777 • TDD 1-800-927-9275

# Proposition 14

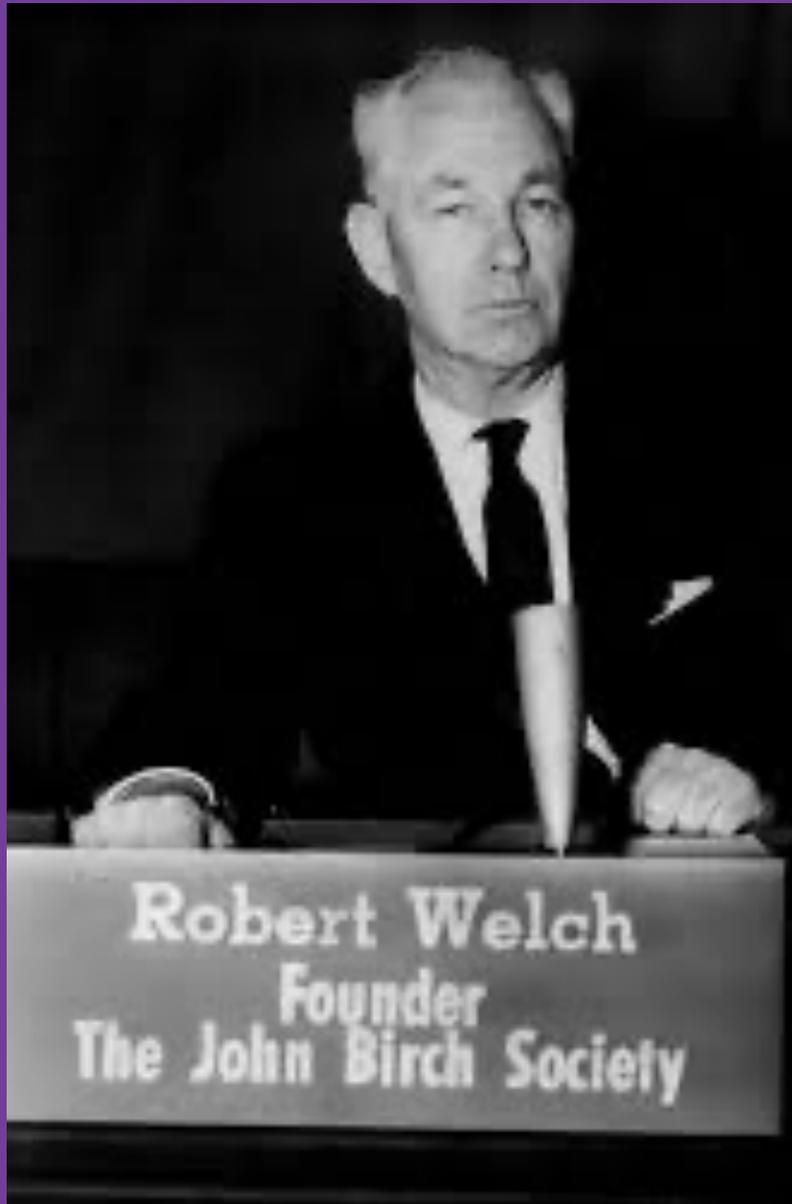
*In 1964 Orange County voters overwhelmingly supported this discriminatory proposition.*

# Mulkey v. Reitman

**APARTMENT**  
**Phone Message :**  
Tina and Frank  
Teacher/Sales Mgr.  
2 incomes  
2 kids  
555-2943  
**Sounds Black**  
**Sounds like  
discrimination.**



# John Birch Society



*One of the most famous anti-communist groups was associated with Orange County.*

# Anti-Communism





# OC Human Relations Commission

# Vietnamese Immigrants and Refugees



*The majority of the Vietnamese came to America after the “Fall of Saigon” in 1975*



# Little Saigon

# Violence in Little People's Park 1978

14 Part II-Wed., Aug. 9, 1978 R ★ Los Angeles Times

## Mexican-Americans Accuse Anaheim Police of Brutality

Councilmen Refer Complaints to City Attorney After  
Residents Describe Events at Little People's Park

BY JACK BOETTNER  
Times Staff Writer

ANAHEIM — A dozen residents of team. The shots were fired, and police



# DA Investigation and Grand Jury



*The D.A.'s office investigated and released a report stating that there had been 2 incidents of improper force by police, but the officers couldn't be identified.*



*A 1978 attempt to ban gay teachers*

# Proposition 6

**"PROTECT OUR CHILDREN"**



**PRESERVE PARENTS' RIGHTS TO PROTECT THEIR CHILDREN FROM TEACHERS WHO ARE IMMORAL AND WHO PROMOTE A PERVERTED LIFE STYLE**

**VOTE "YES" ON 6**

Former Police Chief, Ed Davis: "THERE IS NO QUESTION THAT HOMOSEXUALS POSE A THREAT TO CHILDREN"

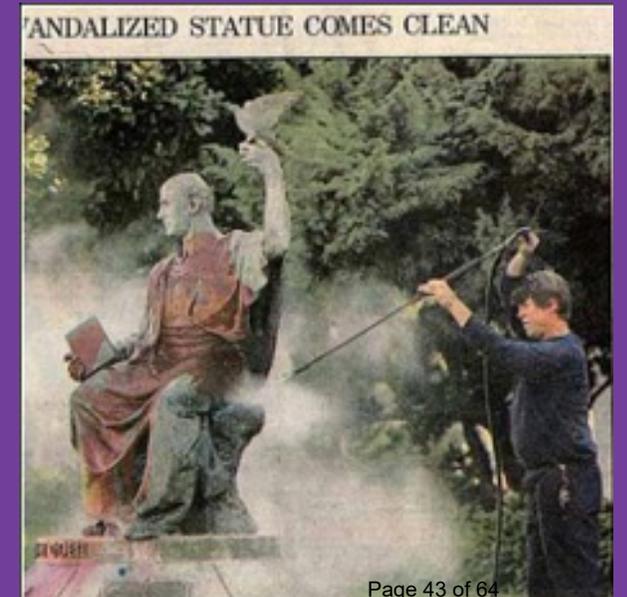
# Southeast Asian Refugees



*1960s: Apartment buildings are erected for off-base housing on Minnie Street in Santa Ana.*

*1980s: Military population declines; Southeast Asian refugees and Latino immigrants move into the low-rent apartments.*

# Alex Odeh Assassinated





# 1990's: Gay-Straight Alliances

# Immigration Controversies



Project volunteers keep watch for illegal immigrants crossing the Arizona-Mexico border.



# Propositions & OC



# OC and White Supremacists

*Numerous White Power rallies, music concerts, record labels and organizations have formed or been held in Orange County. Racist graffiti is all too frequently reported in the County.*



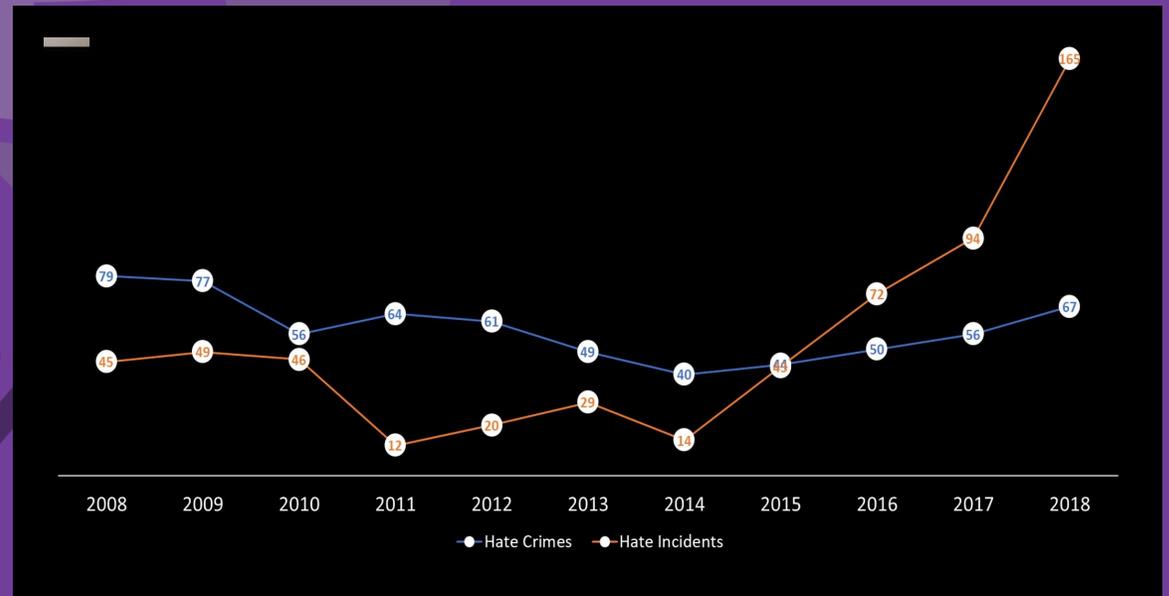


*In 2019, the Southern Poverty Law Center tracked 940 hate groups in the US.*

*California accounted for 88 of those.*

*Orange County has 8 across 7 cities*

# Hate in the US



# Schools, Protests & Change



**RENAME FANNING  
ELEMENTARY!**



# OC Human Relations

*Building community by fostering respect, resolving conflict and pursuing equality*

Human Relations

# Debrief Questions

*What came up for you after seeing this presentation?*

*Where do you see these histories reflected in the county?*

*Why is it important for us (individuals, organizations, businesses, schools, etc.) to understand the local history?*



## Orange County Human Relations Commission

1300 S. Grand Ave. Bldg. B Santa Ana, CA 92705 | P: 714-480-2801

### MEMO

**DATE:** 1/12/2023  
**TO:** All Commissioners  
**FROM:** Rabbi Rick Steinberg, HRC Commissioner  
**RE:** 2023 Commission Meeting Calendar

#### ISSUE

Commission approves a meeting schedule for the upcoming 2023 year

#### BACKGROUND:

The Orange County Human Relations Commission meets every 2nd Thursday of the month at 11 A.M.. Due to changes to the Bylaws in 2022, the Commission will meet 10 months out of the year with July & December months being dark.

#### DISCUSSION:

The Commission would like to propose that for the 2023 calendar year, Commission meetings take place at different locations throughout Orange County. We believe expanding the reach of the Commission by being in various locations and advertising the meetings in various locations will only expand the knowledge of the Commission's work and mission. The more Orange County residents know about the Commission, the more impact it can have.

These are the proposed meeting locations for the 2023 Commission meeting dates:

- 1/12/23: County Administration South – Multipurpose Room
- 2/9/23: County Administration South – Multipurpose Room
- 3/9/23: Location TBD in North County
- 4/13/23: County Administration South – Multipurpose Room
- 5/11/23: County Administration South – Multipurpose Room
- 6/8/23: Location TBD in South County
- July - Dark
- 8/10/23: County Administration South – Multipurpose Room
- 9/14/23: County Administration South – Multipurpose Room
- 10/12/23: Location TBD in Central or Coastal part of the county
- 11/9/23: County Administration South – Multipurpose Room
- December - Dark

#### RECOMMENDED ACTION:

Commission approves 2023 meeting calendar.

**BYLAWS OF THE ORANGE COUNTY HUMAN RELATIONS COMMISSION**

**ARTICLE I. ORANGE COUNTY HUMAN RELATIONS COMMISSION**

A. The name of this organization shall be Orange County Human Relations Commission, hereinafter referred to as "Commission."

B. The official location and mailing address of the Commission shall be:  
OC Community Resources - OC Human Relations Commission  
601 N. Ross Street, 6<sup>th</sup> Floor  
Santa Ana, CA 92701

**ARTICLE II. Establishment of Commission**

A. The Commission was created by the Orange County Board of Supervisors, referred to hereinafter in this document as the "Board," by Resolution No. 71-196 on February 24, 1971, and formerly established by Ordinance No. 2799 on December 17, 1974 pursuant to Government Code Section 50262.

B. The members of the Commission are appointed by the Board or City Selection Committee pursuant to these Bylaws, adopted by resolution, and as prescribed by Section 1-2-251 of the Codified Ordinances of the County of Orange.

C. The Commission is responsible to the County through such agency or agencies as the County may designate.

**ARTICLE III. Purpose and Functions**

A. The purpose of the Commission is to work with the County to:

Seek out the causes of tension and conflict, discrimination, and intolerance, based on race, religion, national origin, ethnicity, disability, age, gender, sexual orientation, socio-economic status, or marital status, and attempt to eliminate those causes.

B. The following are goals of the Commission:

1. Promote equal justice before the law.
2. Promote the protection of the dignity and integrity of every individual residing in Orange County.
3. Promote education and training of all members of the Orange County Community relating to basic human rights and responsibilities.
4. Promote the elimination of prejudice and discrimination among people based on race, religion, national origin, ethnicity, disability, age, gender, sexual orientation, socio-economic status, and marital status.

C. In accordance with these Bylaws which have been duly approved by resolution, Section 1-2-251 of the Codified Ordinances of the County of Orange, and Government Code Section 50260 *et seq.*, the duties and functions of the Commission are as follows:

1. Receive and hear specific complaints and problems of discrimination; to discuss matters with the appropriate public or private agency for their action; to address when appropriate, make findings and report those findings.
2. Engage in research and education for the purpose of lessening and seeking to eliminate prejudice and its causes and its effects.
3. Coordinate and promote educational programs, which foster understanding among various groups within Orange County; and work for the development of constructive community educational programs to prevent future problems.
4. Recommend to the County projects and service priorities which will serve to prevent or alleviate social problems in Orange County.
5. Provide assistance and referral services to individuals and groups, which will facilitate understanding and participation in the decision-making process of Orange County institutions.
6. Consult and cooperate with Federal, State, County, City and other public and private bodies to improve human relations.
7. Prepare monthly reports of Commission events and Commission activities and ensure that Commission events are included in the County Master Event Calendar which will be voted on at the April Commission meeting each year for the following Fiscal Year.
8. Assist in preparing yearly report on hate motivated crime for submission to the County by August 15<sup>th</sup> of each year for approval and release.

**ARTICLE IV. Appointment and Membership**

- A. Membership of the Commission is to be composed as follows:
- a. There shall be 11 members that comprise the Commission. Five Commissioners shall be appointed by the Board with each Supervisor nominating one Commissioner from inside or outside of the District that the Supervisor represents. No person living outside of the Supervisor's District shall be nominated for appointment to the Commission without the written consent of the Supervisor representing the District where the nominee resides.
  - b. One Commissioner at-large shall be appointed by the Board and shall be a law enforcement representative with decision making capabilities. An at-Large appointee may be someone who sits on the OC Sheriffs Chiefs Council.

c. Five Commissioners shall be appointed by cities in a process coordinated by the City County Coordinating Committee and the County Clerk of the Board, with the objective of having one appointee from the cities in each of the five Supervisorial Districts.

B. Qualifications for Commission Membership

1. The following criteria will be used for all membership appointments:

a. Commissioners shall be broadly representative of different racial, ethnic, religious, socio-economic, disability, age, gender, sexual orientation, or marital status groups in Orange County.

b. Residency and Voting Requirements: Except where the Board finds it is in the best interest of the County to waive voter and residency requirements, all members of the Commission shall be:

i. registered voters in the County; and,

ii. reside in the district of the nominating member of the Board, unless Supervisor representing the district where the nominee resides provides written consent for the nomination.

c. Participation on the Commission as a Commissioner requires:

i. Supporting the purpose and goals of the Commission as delineated in Article III.

ii. Serving as a member on at least one standing or ad hoc committee of the Commission.

C. Length of Commission Membership

1. All regular Commission member appointments shall be for a term concurrent with the term of office of the nominating member of the Board. A member of the Commission whose term of office is expiring with that of the nominating Supervisor shall have the option of reapplying for membership for appointment.

2. All at-large Commission member appointments, and Commission member appointments made under the process coordinated by the City County Coordinating Committee and the County Clerk of the Board as described in Article IV(A)(c), shall be for a period of two years from the date of appointment, subject to Article IV(B)(1)(b)(ii).

3. Appointments made to fill a vacancy left by a Commissioner before the expiration of the term of that Commissioner shall be for the remaining term of that member.

4. Pursuant to Government Code section 1302, a member whose term has expired shall continue serving as a member until reappointed or replaced.

Commented [KT1]: Amendment #1

5. Any Commissioner who fails to attend three consecutive regular meetings, or over half of the regular meetings (i.e. six (5) regular meetings) in a year, shall automatically vacate the position of Commissioner.

6. Commissioners may have their membership terminated without cause by the respective appointing authority. A vacancy thereby created shall be filled in the same manner as the original appointment.

**ARTICLE V. Commission Officers**

A. Commission officers shall consist of:

1. A Chairperson and Vice Chairperson. The Commission shall every year conduct an election of officers annually during the last Commission meeting of each calendar year (November) by majority vote, a quorum being present.

a. Nominations will be taken from the floor (and Commissioners can self-nominate) at the November Commission meeting.

b. For elections involving two candidates running for the same position, in the case of a tie, the tie shall be broken by a coin toss. If the meeting is conducted remotely, the coin toss shall be conducted on video and visible through the duration of the coin toss. The County shall conduct the coin toss.

c. For elections involving more than two candidates running for the same position, in the case of a tie involving the two candidates with the highest votes, a runoff election shall be held between the candidates with the two highest votes. If a tie remains, it shall be broken by coin toss, as described above. In the case of a three-way tie, a runoff election shall be held for all three candidates. If a tie remains, all three candidates shall have one representative coin toss, conducted by the County. The winning candidate is the candidate whose coin differentiates itself from the other two.

2. The Chairperson shall:

a. In coordination with the Commissioners, prepare a monthly meeting agenda.

b. Preside over all regular and special meetings.

c. Act as an ex officio member on all standing and ad hoc committees.

d. Establish committees and coordinate the appointment of members thereto, except the Executive Committee.

e. Represent the Commission or designate a representative to attend, to public functions, provided such functions have been approved by the Commission and are consistent with County policy.

f. Perform all other responsibilities assigned to the Chairperson under these bylaws.

g. If the Vice-Chairperson succeeds to the Chairperson, as described in Article V(A)(3)(b), the new Chairperson shall appoint a Commissioner to the Vice Chairperson for the remainder of the former Vice Chairperson's term of office.

3. The Vice Chairperson shall:

a. Assume the duties of the Chairperson when the Chairperson is absent or unable to perform the duties if the Chairperson.

b. Perform all other responsibilities allocated to the Vice-Chairperson under these bylaws.

c. If the Chairperson becomes vacant, the Vice-Chairperson shall succeed to the Chairperson for the balance of the former Chairperson's term of office.

4. The terms for officers of the Commission shall be for one year. The term of office for the officers shall take effect on January 1st of the calendar year following the vote of officers.

5. No person, except a member of the Board, may serve as Chairperson of the Commission for more than three consecutive terms.

6. No person, except a member of the Board, may serve simultaneously as Chairperson for two or more Boards, Commissions, or Committees.

**ARTICLE VI. Duties of Members**

A. Members shall attend meetings of the Commission and of ad hoc and standing committees to which they are appointed. The Executive Committee shall regularly review member attendance at regular Commission meetings and committee meetings.

B. Members shall notify the Chairperson of the Commission of any expected absence for a meeting by 5:00 p.m. of the day before a regularly scheduled Commission meeting.

C. In the performance of its responsibilities, the Commission shall not engage in nor employ any unlawfully discriminatory practices in the provision of services or benefits, assignment of accommodations, treatment, employment of personnel or in any other respect on the basis of sex, race, color, ethnicity, national origin, ancestry, religion, age, marital status, medical condition, sexual orientation, physical or mental disability or any other protected group in accordance with the requirements of all applicable County, state, or federal laws.

D. Members of the Commission shall comply with the County Equal Employment Opportunity and Antiharassment Policy and Procedures.

E. Members of the Commission shall comply with County Code of Ethics.

Members of the Commission shall operate strictly within designated purposes, duties, and functions of the Commission, as described more fully in Article III.

**ARTICLE VII. Committees and Subcommittees**

A. There shall be an Executive Committee comprised of:

1. The Chairperson of the Commission.
2. The Vice Chairperson of the Commission.
3. Immediate Past Chairperson.

The Executive Committee shall hold no less than 2 meetings per calendar year and as needed at the request of the Chairperson. The Executive Committee shall review the Commission Bylaws and suggest amendments to the Commission in accordance with Article XIII below.

B. Standing Committees: The Commission shall have ~~one two (12)~~ standing committees:

1. Executive Committee
2. ~~Communications Committee~~

Commented [KT2]: Amendment #2

Terms of appointment to standing committees shall be for one year. The Chairperson may reappoint committee members for additional terms.

C. Ad Hoc Committees: The Chairperson may establish ad hoc committees of less than a quorum of the Commission's membership to accomplish time-limited tasks that support the goals of the Commission. Ad Hoc Committees shall have a date of expiration.

Terms of appointment for ad hoc committees shall be solely for the period of time required to fulfill the ad hoc committee's purpose.

D. When appropriate, committees may call on other knowledgeable individuals who are not Commission members to act as consultants to the committees. Said individuals shall be subject to the conflict of interest statutes, regulations, ordinances, bylaws and guidelines.

**ARTICLE VIII. Meetings and Actions**

A. The Commission shall, at its last meeting of each calendar year (November), adopt a schedule of regular meetings and transmit that schedule in writing to members, the County, and the public at large. The Commission shall hold one regular meeting a month with the months of July and December dark.

B. All Commission meetings shall be open, public and noticed in conformance with the provisions of the Ralph M. Brown Act, California Government Code section 54950 et seq., as amended and held at a location within Orange County, California approved by the County during regular business hours and at no cost to the County that satisfies the access requirements of the Americans with Disabilities Act.

1. Notice shall be given 72 hours prior to the meeting. Regular meetings shall be held at the regular time and date, location identified by the County and at no additional cost to the County.

C. Special meetings of the Commission may be called either by the Chairperson or at the request of a majority of Commission members. Notice of special meetings shall:

1. Notice of meeting shall be made no later than 24 hours in advance of the meeting.

2. Notice shall state the business to be considered and whether alternative technological means may be used such as telephone or video conferencing, as technological resource availability permits and as permissible by the Ralph M. Brown Act.

D. Quorum Requirements

1. Quorum requirements are as follows:

a. General Meetings: Quorum shall be no less than 50%+1 of the membership.

b. Executive Committee: Quorum shall be no less than 50%+1 of the Committee membership. However, if there are unfilled vacancies in the membership of the Executive Committee, then the quorum requirement will be proportionately reduced.

c. Standing Committees: Quorum shall be the members present, but no less than three (3).

E. Voting Majority: Decisions and acts made by majority vote of the members at any duly constituted meeting shall be regarded as acts of the Commission, except as otherwise provided by these Bylaws, as applicable.

1. Members choosing to abstain from voting on specific actions will not affect majority requirements. Abstentions are considered a "non-vote" – neither a vote in the affirmative nor in the negative. However, in order for an action to be passed, a majority of the quorum casting votes must vote in the affirmative.

For example: If, at a standing committee meeting, six (6) voting members of the committee are present to vote, and on a particular motion, three (3) vote in the affirmative, two (2) vote in the negative, and one (1) member abstains, the motion passes.

F. Voting by Proxy: Members of the Board and the County Executive Officer who serve as Commission members may designate a substitute to attend a Commission meeting on their behalf and vote on any action item by the submitting the member's signed proxy to the Commission Chairperson at the start of the meeting.

G. Minutes: The Clerk of the Board shall prepare and publish the minutes for each meeting of the Commission

**ARTICLE IX. Compensation and Reimbursement**

A. Commission members shall not be eligible to receive compensation or reimbursement of expenses.

B. The Commission and Commissioners shall have no authority to accept gifts or donations on behalf of the County or Board.

**ARTICLE X. Removal and Resignation of Members**

A. Removal: Commissioner member appointing authority and/or the Board may, at any time and without cause, remove any Commission member from office prior to the expiration of his/her term of office by a majority vote.

B. Resignation: Resignation of Commission members shall be affected by a written letter of resignation submitted to the Chairperson of the Commission and to the County.

C. The Chairperson shall notify the Clerk of the Board in writing of any vacancies within 5 days of learning the existence of any such vacancy.

**ARTICLE XI. Authority and Advocacy**

A. Parliamentary Authority: The Chairperson shall preside and manage Commission meetings using parliamentary procedure consistent with these bylaws, any special rules of order the Commission may adopt, and any applicable County, state, and federal law.

B. Statements, press releases, and reports must be approved by a quorum of the Commission consistent with the Commission's purpose as identified Article III. Commission statements, press releases and reports, which have not been approved by the County, shall indicate that they do not represent official County position.

C. Upon the occurrence of significant national or regional hate crime and/or hate incident, when an immediate public statement is required to effectuate the purpose of the Commission, and the approvals described in Article XI(B) cannot be obtained in a timely fashion, the Commission Chairperson shall have the authority to issue a public statement indicating that the Commission does not condone violence or hate crimes/hate incidents and addressing these matters ~~incident~~ in a manner consistent with the Commission's purpose and goals. All such statements shall be consistent with these Bylaws including Article XI(B), and (C) and shall indicate that they do not represent official County position.

Commented [KT3]: Amendment #3

D. All Commission communications referenced shall be on County approved Commission letterhead.

E. Commission recommendations on legislation must be approved by the majority vote of a quorum of the Commission and submitted to the County Executive Office of Legislative Affairs through the County Department responsible to support the Commission for recommendation to the Board. The Commission shall not take positions on legislation without official approval by the Board.

F. When circumstances demand that action be taken before the next scheduled Commission meeting the Commission may authorize and grant its full authority to the Executive or any standing committee to act on its behalf to make specific, limited, independent recommendations to the County, a quorum of the Commission being present.

1. Such actions taken on behalf of the Commission by a committee will be presented as an information item at the next regular Commission meeting.

2. Such actions will not require further action by the Commission.

G. Executive Committee – When unforeseen circumstances demand that action be taken before the next scheduled Commission meeting, the Executive Committee is authorized to take action on behalf of the Commission.

1. Commission members shall be notified either in writing or electronically within 72 hours of any such Executive Committee action.

2. Such action is subject to review and ratification by the general membership of the Commission at its next meeting.

H. Standing and Ad Hoc Committees

1. Standing and ad hoc committees shall have no independent authority and shall be limited to exercising only those specific functions granted to them by the Commission.

2. No standing or ad hoc committee shall have independent authority to commit the Commission to any policy or action without the prior approval of the general membership of the Commission.

**ARTICLE XII. Conflict of Interest**

1. Members of the Commission and any of its committees or subcommittees shall abstain from voting on any issue in which they may be personally interested to avoid a conflict of interest in accordance with County, state, and federal laws and shall refrain from engaging in any behavior that conflicts with the best interest of the County.

2. Members of the Commission shall not vote nor attempt to influence any other Commission member on a matter under consideration by the Commission or any of its committees or subcommittees:

a. Regarding the provision of services by such member (or by an entity that such member represents); or

b. That would provide direct financial benefit to such member or the immediate family of such member; or

c. Engage in any other activity constituting a conflict of interest under County, state, or federal law.

3. If a question arises as to whether a conflict exists that may prevent a member from voting, the Chairperson or designee shall consult with designated County staff to assist them in making that determination.

4. In order to avoid a conflict of interest or the appearance of such conflict, all nominees to become members of the Commission shall disclose on forms provided by the County information regarding their private economic interests that may be implicated by their service on the Commission.

5. Neither Commission nor any of its members shall promote, directly or indirectly, a political party, political candidate, or political activity using the name, title, emblem, or any other identifier of Commission such as Commissioner title.

6. No assets or assistance provided by County to the Commission shall be used for sectarian worship, instruction, or proselytization, except as otherwise permitted by law.

7. Individual Commissioners may attend Events other than a regular Commission meetings, Commission committee meetings, and other Commission events (these non-Commission events hereinafter referred to as "Event" or "Events") in his or her official Commissioner capacity, provided the Commissioner's attendance and conduct at such Event is authorized in advance by the Commission, and/or Chairperson of the Commission, and does not violate the rules, and requirements, and standards applicable to the Commissioners and the Commission.

8. When a Commissioner attends an Event in his or her official Commissioner capacity, he or she must avoid acting outside of the scope of the Commission's and/or the Chairperson's authorization(s) to attend the Event, violating these Bylaws, applicable state and federal laws, the Ralph M. Brown Act, Government Code Section 54950 et. seq., the Orange County Code of Ethics, and other County policies that may now, or hereafter, be applicable.

9. Commissioners shall not, in their capacity as Commissioners, engage in political advocacy; issue press releases or purport to speak/act on behalf of the Commission, or the County unless authorized to do so by the Commission and/or Board, as applicable; accept, solicit, or direct campaign contributions; use County resources of any kind for political or personal purposes; inadvertently engage in communications that violate the Ralph M. Brown Act, Government Code Section 54950 et. seq.; and/or engage in conduct that has the potential to create a conflict of interest.

**ARTICLE XIII. Adoption and Amendment of Bylaws**

**A. County Recommended Amendments:**

1. A quorum of the Commission being present, shall be required to review and recommend or oppose Bylaw amendments being presented for Board approval. The Bylaws become effective upon approval of the Board. Commission and County staff positions will be stated in the Agenda Staff Report seeking Board approval.

B. Commission Recommended Amendments:

1. Any member of the Commission may propose amendments to these Bylaws.
2. Proposed amendments shall be submitted in writing and made available to each member of the Commission in compliance with the Brown Act.
3. A quorum being present, shall be required to consider Bylaw amendments being presented. An affirmative vote of a quorum (50% +1 of those present) shall be required to recommend Bylaw amendments for Board approval. Any amendments to the Bylaws become effective upon approval by the Board. Commission and County staff positions will be stated in the Agenda Staff Report seeking Board approval.

**ARTICLE XIV. Severability**

Should any part term, portion or provision of these Bylaws be determined to be in conflict with any law or otherwise unenforceable or ineffectual, the remaining parts, terms, portions or provisions shall be deemed severable, and their validity shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the provisions that the members intended to enact in the first instance.

**ARTICLE XI. Staffing Support**

- A. Staff support may be provided by a County Department to provide support to the Commission in conjunction with the work of the Commission.
- B. The County may also provide staff support to the Commission through a duly approved contract with a contractor, as approved by the County.

**ARTICLE XVI. Clerk of the Board**

A. Attendance at Meetings

The Clerk of the Board, or a representative designated by the Clerk, shall attend each meeting of the Commission and maintain a record of all proceedings and directions of the Commission. Agenda items or groups of items will be called by the Clerk.

B. Preparation and Distribution of Agenda

The Clerk of the Board will post and distribute all agendas of the Commission meetings. The agenda shall consist of a brief general description of each item to be considered by the Commission, pursuant to the Ralph M. Brown Act, Government Code section 54950 et seq.

The Clerk of the Board will also post and distribute all supplemental agendas when there has been an item added, continued, deleted, and/or modified since the distribution of the initial meeting agenda.

The regular Commission meeting agenda will be distributed and made available to the public at least 72 hours prior to the meeting, pursuant to the Ralph M. Brown Act, Government

Cost section 54950 et seq.

Adopted by Board Resolution Number 71 -196 on 2/24/1971  
Amended by Board Resolution Number 82-1868 on 12/14/1982  
Amended by Board Resolution Number 85-1648 on 11/19/1985  
Amended by Board Resolution Number 15-099-15-106 on 9/22/2015  
Amended by Board Recommended Action on 10/31/2017

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