



Coastside Fire Protection District

STAFF REPORT

TO: Honorable Board of Directors

FROM: Jonathan Cox, Deputy Chief

DATE: June 26, 2024

SUBJECT: **Policy Regarding Review of Pending Legislation**

Staff Recommendation

Review and approve Policy Regarding Review of Pending Legislation

Background/Discussion

At the February and March 2024 Regular Board Meetings the Board discussed how best to review and take positions on pending legislation that could affect the District given that there is often a short time frame within which to support or oppose pending legislation and the Board meets only once each month. The Board considered the following options.

Option 1.

Direct that the agenda for regular monthly Board meetings include a standing item entitled Review and Determine Whether to Support or Oppose Pending Legislation. If Board Members or staff receive requests to support or oppose pending legislation and the time frame for comment can be met by discussion at a regular Board meeting, staff would prepare a report and place it on the agenda under this title.

Option 2.

For requests requiring an immediate response, establish an ad hoc subcommittee which would meet and consider requests needing an immediate response, authorize the President to sign letters in support or opposition as recommended by the subcommittee and place any letters sent, on the next Board agenda as informational items along with a report from the subcommittee.

Option 3.

Direct staff to schedule a special meeting to consider requests from the California Special Districts Association, the California League of Cities or other designated organizations when an immediate response is required.

After considering these options the Board directed that an ad hoc subcommittee composed of the Board President and one Board member be established and directed to meet, as needed, to review and take positions of support or opposition on pending legislation which directly affects the District. The Subcommittee would be authorized to issue letters of support or opposition signed by the Board President and reported out to the Board at its next regularly scheduled meeting. If requests to support or oppose legislation do not require an immediate response, the request should instead be scheduled for consideration by the Board at its next regularly scheduled meeting.

Attached for the Board's review and approval is a Policy reflecting this direction.

Fiscal Impact

None

ATTACHMENT 1

COASTSIDE FIRE PROTECTION DISTRICT

REVIEW OF PENDING LEGISLATION POLICY

PURPOSE

This statement provides guidelines for the District's review of and comment on pending legislation and policy issues affecting the District.

POLICY

The District periodically receives requests to take positions of support or opposition on pending legislation. Because these requests are often time sensitive, positions may be required to be taken before the next regularly scheduled Board meeting. In order to allow the District to take positions on pending legislation and policy issues which directly affect the District, the Board has authorized the establishment of an Ad Hoc Pending Legislation Subcommittee composed of the Board President and one additional Board member who shall meet as needed to review and take positions on pending legislation and policy issues directly affecting the District if positions of support or opposition on pending legislation and policy issues are requested to be taken prior to the Board's next regularly scheduled meeting. The Ad Hoc Pending Legislation Subcommittee, with input from the Fire Chief, is authorized to issue letters of support or opposition signed by the Board President on pending legislation directly affecting the District. All letters of support or opposition shall be reported out to the Board at its next regularly scheduled meeting as an informational item.

If requests to take positions on pending legislation do not require a response prior to the next regularly scheduled Board meeting, the request shall instead be placed on the agenda for the full Board to consider as a new business item at the next regularly scheduled Board meeting.