

**BYLAWS OF
THE EXECUTIVE COMMITTEE OF
THE LOS ANGELES COUNTY
COUNTYWIDE CRIMINAL JUSTICE
COORDINATION COMMITTEE**

CHAPTER 1. GENERAL PROVISIONS

SECTION 1. Applicability. These bylaws apply to the Executive Committee of the Los Angeles County Countywide Criminal Justice Coordination Committee ("CCJCC") and are adopted pursuant to the authority vested to the Executive Committee by motion of the Los Angeles County Board of Supervisors ("Board") adopted on January 7, 2025.

SECTION 2. Authority. The Executive Committee has the authority to act on behalf of the full CCJCC general membership, including addressing membership issues; establishing and organizing subcommittees; amending its and the general membership's bylaws and organizational rules; and making recommendations to the Board or any other agency, as appropriate.

SECTION 3. Members. The membership of the Executive Committee shall include the following members:

- i. Chair of the Board of Supervisors, who shall serve as Chair of the Executive Committee
- ii. Alternate Public Defender
- iii. Chief Executive Officer
- iv. Chief Probation Officer
- v. Director of the Department of Mental Health
- vi. Director of the Department of Public Health
- vii. Director of the Justice, Care, and Opportunities Department
- viii. District Attorney
- ix. Los Angeles City Attorney
- x. Los Angeles Police Chief
- xi. Mayor of the City of Los Angeles
- xii. President of the County Prosecutors Association

- xiii. President of the Los Angeles County Police Chiefs Association
- xiv. A representative appointed by the Presiding Judge of the Los Angeles County Superior Court
- xv. Public Defender
- xvi. Sheriff
- xvii. Executive Director of the California Contract Cities Association

SECTION 4. Alternates/Proxies. Members are not permitted to designate proxies/alternates for the Executive Committee.

CHAPTER 2. OFFICERS

SECTION 1. Chair. The Chair of the Board shall serve as the Chair of the Executive Committee. The Chair's duties include, among others, presiding over all meetings, organizing and managing the agenda for committee meetings, instructing staff on materials to be presented at subsequent meetings, responding to members' requests for information, signing communications on behalf of the Executive Committee, and representing the Executive Committee.

SECTION 2. Chair Pro Tem. The Chair shall designate a Chair Pro Tem, who, in the absence of the Chair, shall have the same authority as the Chair.

CHAPTER 3. MEETINGS

SECTION 1. Conduct of Meetings. All meetings of the Executive Committee shall be conducted in accordance with the Ralph M. Brown Act (Brown Act, Government Code section 54950 et seq.), as applicable.

SECTION 2. Quorum. A majority of the total membership shall constitute a quorum for the purpose of conducting a meeting of the Executive Committee.

SECTION 3. Voting. Voting shall be conducted based on the members present, assuming there is a quorum for the purpose of conducting a meeting.

SECTION 4. Regular Meetings. The Executive Committee shall meet, at a minimum, every other month until and unless the Executive Committee establishes an alternative schedule of meetings. The alternative schedule may be established by the Executive Committee via a majority vote of the members present, assuming there is quorum. The Chair retains discretion to cancel, postpone, or change the time of a meeting.

SECTION 5. Special Meetings. Special meetings of the Executive Committee may be called in the manner provided by the Brown Act.

SECTION 6. Teleconference. Teleconferencing is permitted in the manner provided by the Brown Act or as otherwise authorized by law.

SECTION 7. Agenda Items. Items may be placed on the Executive Committee's agenda in consultation with and approval of the Chair.

SECTION 8. Motions and Seconds. Every motion requires a second prior to a vote. Motions and seconds may be made by any member of the Executive Committee.

CHAPTER 4. SUBCOMMITTEES

SECTION 1. Ad Hoc and Standing Subcommittees. The Executive Committee, via a majority vote, or the Chair, may establish subcommittees, either standing or ad hoc, as necessary, to carry out their work in accordance with the Brown Act.

SECTION 2. Subcommittee Actions. No action may be taken by a subcommittee established by the Executive Committee other than presenting recommendations to the Executive Committee or the general CCJCC membership.

CHAPTER 5. ATTENDANCE

All members of the Executive Committee are expected to attend Executive Committee meetings. Members should notify the CCJCC Office if they are unable to attend a meeting or unable to arrive on time.

CHAPTER 6. PUBLIC PARTICIPATION

Members of the public may address the Executive Committee consistent with the Brown Act. To increase public participation, the Executive Committee may provide additional means by which members of the public can observe or address the Executive Committee.

CHAPTER 7. AMENDMENT OF BYLAWS

These bylaws may be amended at any meeting of the Executive Committee by a majority vote of the members present. At a minimum, bylaws should be reviewed by the Executive Committee biannually. No bylaw can conflict or be interpreted in a manner that conflicts with applicable laws and the Board's actions, including the January 7, 2025 Board motion establishing the Executive Committee of the CCJCC.

CHAPTER 8. SUSPENSION OF BYLAWS

Any bylaw may be temporarily suspended by a majority vote of the Executive Committee members present. A temporary suspension of any bylaw cannot conflict with applicable laws and the Board's actions, including the January 7, 2025 Board motion establishing the Executive Committee of the CCJCC.

CHAPTER 9. PARLIAMENTARY AUTHORITY

The rules contained in the latest edition of *Robert's Rules of Order* shall govern in all cases to which they are applicable and in which they are not inconsistent with applicable laws, these bylaws, and the Board's actions, including the January 7, 2025 Board motion establishing the Executive Committee of the CCJCC.