

## **Yolo County Fire Safe Council Bylaws**

**Approved August 25, 2021**

### **ARTICLE I**

#### NAME

The name of the organization shall be Yolo County Fire Safe Council.

### **ARTICLE II**

#### PURPOSE

The purpose of the Yolo County Fire Safe Council includes, but is not limited to:

- Serving as a forum for the development, update and implementation of the Yolo County Community Wildfire Protection Plan;
- Sharing fire-safety information;
- Assessing fire risk;
- Promoting community fire-safe planning and coordination;
- Promoting fire management that supports ecological and cultural integrity;
- Supporting fire services and local Fire Safe Councils, Prescribed Burn Associations, Firewise Communities, and other similar fire-related community groups; and
- Seeking available funding for proposed and approved projects to make Yolo County safer from wildfires.

### **ARTICLE III**

#### MISSION

The mission of the Yolo County Fire Safe Council is to reduce the risk of wildfire and to protect the people, property, and ecological and cultural resources in both urban and rural communities throughout Yolo County from the effects of catastrophic wildfire through education, cooperation, innovation and action.

### **ARTICLE IV**

#### MEMBERSHIP and VOTING RIGHTS

Members of the Yolo County Fire Safe Council (Council) are organizations, entities or groups (OEGs), not individuals. Members are either voting members or nonvoting members.

To be eligible to be a voting member of the Council, an OEG must meet the following criteria:

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- The OEG must have at least 10 members; or have been in existence and active in Yolo County for at least one year; or must be a local Fire Safe Council, Prescribed Burn Association, Firewise Community, or other similar fire-related community group.
- The OEG must have a mailing address, and/or own or manage property, in Yolo County, or have a clearly demonstrable vested interest in Yolo County.
- The OEG must be supportive of the Council's Purpose and Mission as stated in these bylaws.
- The OEG must not be a for-profit OEG.

OEGs that are not eligible for voting membership, or that do not wish to be voting members, may apply to be nonvoting members of the Council.

While representatives of voting members, representatives of nonvoting members, individuals, and other members of the public may participate in discussions at Council meetings, only voting members in good standing can vote. In order to cast votes at any given meeting, an OEG must:

- Satisfy the requirements for voting membership,
- Have submitted an application for voting membership and have been accepted as a voting member, and
- Be in good standing by continuing to satisfy the criteria for voting membership and not missing more than three consecutive meetings.

If a voting member loses voting rights by failing to send at least one representative to three consecutive Council meetings, that OEG can regain voting rights by sending at least one representative to two consecutive meetings. Voting rights will be restored at the beginning of the second of those consecutive Council meetings.

Members may designate individuals as their OEG's primary and secondary representatives. Voting members will cast only one vote per item, even if more than one representative from that OEG is present.

Phone or virtual attendance is acceptable and votes via either of these methods will be counted. Members may vote by proxy.

Topics on which the Council may vote include, but are not limited to: support of projects and proposals, change of bylaws, approval of new voting members, election of Council officers, and sponsorship of events. Items for voting consideration will be emailed to Council members one week prior to scheduled meetings.

Action on an item of regular business will require a favorable vote by a supermajority of two-thirds (2/3) of voting members present (including any abstentions or recusals). A quorum will not be required for those votes. An action to elect officers (chair and vice chair) or change the bylaws will require a supermajority of two-thirds (2/3) of the Council's voting members.

Members of the public who hold a stake in fire and fire management of the County or are interested in these issues, but do not satisfy member requirements, are welcome to attend meetings and are encouraged to participate in discussions.

## **ARTICLE V**

### GOVERNANCE

Meetings will be coordinated by the Yolo County Resource Conservation District (RCD) in its role as Council Coordinator. RCD staff will coordinate the activities of the Council including but not limited to organizing meetings, doing outreach, and seeking and administering grant funds.

The Council will have a chair and vice chair. Each position will have a one-year term, and the expectation is that the vice chair will serve as chair the following year. Both the chair and vice chair positions are limited to voting members of the Council. The chair will conduct Council meetings, including calling meetings to order, moderating discussions, and calling for votes on action items. The vice chair will assume the duties of the chair when the chair is absent. If the chair and vice chair are both absent, Yolo County Resource Conservation District staff will conduct the meeting.

## **ARTICLE VI**

### COMMITTEES

The Council will only form ad hoc committees (i.e., committees devoted to studying and advising on a specific issue within a defined timeframe) on an “as-needed” basis and will have no standing committees. Ad hoc committees can include representatives from voting members, representatives from non-voting members, and individuals. Ad hoc committees will not have representatives from more than half of the Council’s voting members.

## **ARTICLE VII**

### MEETINGS

Meetings of the Council shall be held, typically monthly, at dates and locations agreed upon by Council members. The Council is not expected to be subject to the Ralph M. Brown Act (California’s open meeting law). The Council will consider appropriate changes to the bylaws if it is later determined that the Brown Act applies. Meetings may be conducted in person, virtually, or as a hybrid of the two.

At least one week before meetings, Yolo County Resource Conservation District staff will email agendas to all voting and non-voting member OEGs and interested individuals. Agendas will also be available online and by contacting the Yolo County Resource Conservation District.

## **ARTICLE VIII**

### AMENDMENTS

These bylaws may be amended at any regular or special meeting of the Council by a vote of two-thirds (2/3) of the Council’s voting members, provided that notice of the proposed amendments has

been given in advance at the previous meeting or sent to each member by email at least one week prior to the meeting at which the vote will occur.

**ARTICLE IX**

**RULES OF ORDER**

Simple parliamentary procedure prepared by Judge David Rosenberg shall be the parliamentary authority for all matters of procedure not specifically covered by these bylaws:

[https://calafco.org/sites/default/files/resources/8-29\\_1445\\_Judge\\_Rosenberg.pdf](https://calafco.org/sites/default/files/resources/8-29_1445_Judge_Rosenberg.pdf)

I, the undersigned, concur with these bylaws and will participate in the Yolo County Fire Safe Council and represent my organization to the best of my ability.

1. Signed \_\_\_\_\_ Date: \_\_\_\_\_

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