

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA**

***Certified copy of portion of proceedings, Meeting of January 5, 2010***

RESOLUTION NO. 10-01

**RESOLUTION ESTABLISHING A CITIZENS'  
LAW ENFORCEMENT LIAISON COMMITTEE**

WHEREAS, the Board of Supervisors has a statutory duty to supervise the conduct of all county officers pursuant to Government Code §25303; and

WHEREAS, the operation of the sheriff's office is a legitimate concern of the Board of Supervisors; and

WHEREAS, the limited authority granted to the Board of Supervisors under Government Code §25303 shall not be construed to affect the independent, constitutionally and statutorily designated investigative functions of the sheriff and the Board of Supervisors shall not obstruct the investigative functions of the sheriff; and

WHEREAS, the Board of Supervisors may appoint commissions or committees of citizens to study problems of general or special interest to the board and to make reports and recommendations to the board pursuant to Government Code §31000.1; and

WHEREAS, the Board of Supervisors desires to establish a Citizens' Law Enforcement Liaison Committee (CLELC) to study the operations and function of the Humboldt County Sheriff's Office; and

WHEREAS, the purpose of the CLELC is to help educate the public on law enforcement policies and procedures of the County Sheriff's Office and to receive input from members of the public regarding areas of concern involving the County Sheriff's Office; and

WHEREAS, each incorporated city within Humboldt County has the duty to supervise the conduct of its employees and law enforcement officers; and

WHEREAS, the governing board of each incorporated city within Humboldt County may desire to establish a citizens' law enforcement liaison committee to study the operations and function of its law enforcement agency; and

WHEREAS, the governing board of each incorporated city within Humboldt County may desire to join the Citizens' Law Enforcement Liaison Committee created by the county; and

WHEREAS, the Board of Supervisors may amend the purpose, duties and membership of the Citizens' Law Enforcement Liaison Committee to include the operations and functions of a city's law enforcement agency upon the presentation by the city of a Resolution of Intent to Join the Citizens' Law Enforcement Liaison Committee;

NOW, THEREFORE, the Board of Supervisors of the County of Humboldt resolves as follows:

**1. Committee**

The Humboldt County Citizens' Law Enforcement Liaison Committee (CLELC) is hereby established.

**2. Purpose**

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WHEREAS, the operation of the sheriff's office is a legitimate concern of the Board of Supervisors; and

WHEREAS, the limited authority granted to the Board of Supervisors under Government Code 25303 shall not be construed to affect the independent, constitutionally and statutorily designated investigative functions of the sheriff and the Board of Supervisors shall not obstruct the investigative functions of the sheriff; and

WHEREAS, the Board of Supervisors may appoint commissions or committees of citizens to study problems of general or special interest to the board and to make reports and recommendations to the board pursuant to Government Code 31000.1; and

WHEREAS, the Board of Supervisors desires to establish a Citizens' Law Enforcement Liaison Committee (CLELC) to study the operations and function of the Humboldt County Sheriffs Office; and

WHEREAS, the purpose of the CLELC is to help educate the public on law enforcement policies and procedures of the County Sheriff's Office and to receive input from members of the public regarding areas of concern involving the County Sheriffs Office; and

WHEREAS, each incorporated city within Humboldt County has the duty to supervise the conduct of its employees and law enforcement officers; and

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WHEREAS, the Board of Supervisors may amend the purpose, duties and membership of the Citizens' Law Enforcement Liaison Committee to include the operations and functions of a city's law enforcement agency upon the presentation by the city of a Resolution of Intent to Join the Citizens' Law Enforcement Liaison Committee;

NOW, THEREFORE, the Board of Supervisors of the County of Humboldt resolves as follows:

1. Committee

The Humboldt County Citizens' Law Enforcement Liaison Committee (CLELC) is hereby established.

2. Purpose

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The purpose of the CLELC is to help educate the public on law enforcement policies and procedures of the County Sheriff's Office. The purposes shall include:

- a. Develop and enhance trust between the general public and the County Sheriff's Office.
- b. Work with the County Sheriff's Office to help educate the public about county law enforcement issues and concerns.
- c. Work with the public in addressing concerns involving County Sheriff's Office policies and practices.
- d. Receive input from members of the public regarding areas of concern involving the County Sheriff's Office.
- e. Provide advice to the Board of Supervisors and the Humboldt County Sheriff regarding development of stronger relationships with the general public.

**3. Duties**

The duties of the CLELC shall include:

- a. Becoming familiar with key laws, policies, practices and procedures of the County Sheriff's Office.
  - b. Providing public education designed to help clarify County Sheriff's Office policies and procedures to the public.
  - b. Receiving input from members of the public regarding areas of concern involving the County Sheriff's Office.
  - d. Working with the County Sheriff's Office and members of the public to address potential public concerns and how best to address them prior to the onset of problems.
  - e. Providing an annual report of the CLELC's work to the Board of Supervisors.

**4. Independent Auditor**

The CLELC may recommend to the Board of Supervisors that an independent auditor be retained by the Board to investigate an incident which the CLELC believes to be unique, involves extraordinary circumstances or is of significant public interest. The CLELC may bring this request to the Board of Supervisors, and the Board may hire an independent auditor to investigate such an incident if all of the following occur:

1. The Sheriff first approves and agrees with the CLELC's recommendation.
2. The Board concurs with the recommendation of the CLELC and the Sheriff for such an auditor.
3. The Board identifies a funding source and allocates the funds for hiring of such an auditor.

If these conditions are met, the Board may enter into an agreement with an independent auditor. Both the Board and the Sheriff must agree on the individual selected as the independent auditor. The manner and circumstances of the independent audit review must conform to the requirements of the Penal Code (sections 832.5-832.8) and the Public Safety Officers Procedural Bill of Rights Act (PBRA, Government Code §§3300 et seq).

The CLELC has no authority to independently investigate any incident or specific event implicating individual peace officers. Nothing in this Resolution authorizes the CLELC to investigate citizen complaints against law enforcement officers of the Sheriff's Office. The limited authority granted to the CLELC shall not be construed to affect the independent, constitutionally and statutorily designated investigative functions of the Sheriff and the CLELC shall not obstruct the investigative functions of the Sheriff.

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The purpose of the CLELC is to help educate the public on law enforcement policies and procedures of the County Sheriffs Office. The purposes shall include:

- a. Develop and enhance trust between the general public and the County Sheriffs Office.
- b. Work with the County Sheriff's Office to help educate the public about county law enforcement issues and concerns.
- c. Work with the public in addressing concerns involving County Sheriff's Office policies and practices.
- d. Receive input from members of the public regarding areas of concern involving the County Sheriffs Office.
- e. Provide advice to the Board of Supervisors and the Humboldt County Sheriff regarding development of stronger relationships with the general public.

### 3. Duties

The duties of the CLELC shall include:

- a. Becoming familiar with key laws, policies, practices and procedures of the County Sheriff's Office.
- b. Providing public education designed to help clarify County Sheriff's Office policies and procedures to the public.
- b. Receiving input from members of the public regarding areas of concern involving the County Sheriffs Office.
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**5. Membership**

The CLELC shall be composed of seven (7) members as follows:

- a. The Supervisor of each district shall appoint one (1) member.
- b. The Humboldt County Sheriff shall appoint One (1) member.
  - c. One (1) member shall be the President of the Humboldt Deputy Sheriff's Organization (HDSO) or his/her designee.

All members shall be residents of the County of Humboldt. Members of the CLELC shall serve at the pleasure of their respective appointing authority.

**6. Term of Office**

- a. The term of office for the five (5) members appointed by each Supervisor shall be four (4) years to run concurrent with the term of office for each Supervisor.
- b. The term of office for the one (1) member appointed by the Humboldt County Sheriff shall be four (4) years to run concurrent with the term of office for the Sheriff.
- c. The term of office for the President of the Humboldt Deputy Sheriff's Organization (HDSO) or his/her designee shall be four (4) years from the date of appointment.

**7. Officers and Their Duties**

The members of the CLELC shall select a Chair, a Vice Chair and a Secretary. The Chair shall preside at all meetings and shall provide the agenda for such meetings. The Vice Chair shall preside in the absence of the Chair and shall assist the Chair in the conduct of his/her office. The Secretary shall keep the minutes of all meetings, prepare correspondence under the direction of the Chair or Vice Chair, send notices of meetings, maintain membership lists, and maintain the files of the CLELC.

**8. Meetings**

CLELC shall hold regular monthly meetings at such time and place as shall be agreed upon by the CLELC and such other special meetings as shall be required from time to time. Special meetings shall be called by the Chair or, in his/her absence from the County, by the Vice Chair. Special meetings shall be effective for the transaction of business only if notice has been given to each member at least forty-eight (48) hours in advance of the special meeting, and the notice shall contain the subject of the special meeting. No action taken at either regular or special meetings shall be valid unless approved by a majority of the members of the CLELC present and voting, and unless a quorum is present. A quorum shall consist of four (4) members of the CLELC.

**9. Removal of Members for Failure to Attend Meetings**

In the event that any member of the CLELC shall absent himself/herself from three (3) consecutive regular meetings of the CLELC without showing good cause therefore to the Chair, at the fourth such consecutive regular meeting from which he/she is absent his/her place shall automatically become vacant. Such vacancy shall be

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reported to the Board of Supervisors, and the respective appointing authority shall appoint another member for the unexpired term of the member whose absence gave rise to the vacancy.

**10. Open Meeting Requirement**

CLELC meetings shall be open to the public and subject to the Ralph M. Brown Act (Government Code commencing with Section 54950). CLELC shall carry out its functions in accordance with procedures established by the Board of Supervisors, or in the absence of such procedures, shall establish its own procedures consistent with State and local law and Robert's Rules of Order. CLELC shall obtain input and advice from appropriate County staff in carrying out its duties.

**11. Conflict of Interest Code**

The CLELC shall comply with all applicable laws regarding conflict of interest, including the Political Reform Act (Government Code commencing with Section 81000) and the Humboldt County Conflict of Interest Code.

**12. Effective Date**

This Resolution shall take effect thirty (30) days from and after its date of adoption.

  
\_\_\_\_\_  
Clif Clendenen, Chair

Adopted on motion by Supervisor Lovelace, seconded by Supervisor Neely and the following vote:

AYES: Supervisors—Duffy, Neely, Lovelace, Smith, Clendenen  
NOES: Supervisors\_\_  
ABSENT: Supervisors\_\_  
ABSTAIN: Supervisors\_\_

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AYES: Supervisors- Duffy, Neely, Lovelace, Smith, Clendenen

NOES: Supervisors-

ABSENT: Supervisors\_\_\_\_

ABSTAIN: Supervisors\_

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STATE OF CALIFORNIA    )  
                                  ) ss.  
County of Humboldt    )

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true and correct copy of the original made in the above\_ entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my office.

IN WITNESS WHEREOF, I have hereunto  
set my hand and affixed the Seal of  
said Board of Supervisors

KATHY HAYES

Clerk of the Board of Supervisors of  
the County of Humboldt, State of  
California

By



BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA

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STATE OF CALIFORNIA

ss.

County of Humboldt

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true and correct copy of the original made in the above entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my office.

IN WITNESS WHEREOF, I have hereunto

set my hand and affixed the Seal of

said Board of Supervisors

KATHY HAYES

Clerk of the Board of Supervisors of

the County of Humboldt, State of

California

By

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