

ORDINANCE NO. SCC 2023-XX

**AN ORDINANCE OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF SHASTA
RENAMING THE “CITIZENS ELECTION ADVISORY COMMITTEE”
AS, AND ESTABLISHING, THE “SHASTA COUNTY ELECTIONS COMMISSION,”
AND REPEALING RESOLUTION NO. 2023-099**

The Board of Supervisors of the County of Shasta ordains as follows:

SECTION I. Purpose.

An ordinance to rename the “Citizens Election Advisory Committee,” (Committee) created pursuant to Resolution No. 2023-099, as the “Shasta County Elections Commission,” (Commission) and to provide the Commission with authority, to the maximum extent allowed and permissible by applicable law, to advise and make recommendations to the Shasta County Board of Supervisors on all elections-related activities in Shasta County. The Board desires to foster and maintain the utmost public trust in local elections, strive for fair and transparent elections, increase voter confidence, improve the elections processes using observations, inspections, evaluations, instituting changes, enhancing the voter experience, identifying improvements and reforms, reduce voter fraud, and for other lawful purposes.

SECTION II. Appointments.

- a. The Commission shall consist of five members appointed by the Board, each of whom will be selected by a different Supervisor. Members must be of good character and must be registered voters of Shasta County at the time of appointment.
- b. Members will serve four-year terms, which shall be concurrent with the term of the Supervisor who appointed them. Initial appointees to the Committee may serve shorter terms due to this concurrence.
- c. A vacancy by other than the expiration of the term shall be filled for the remainder of the unexpired term in the same manner as original appointments are made.
- d. Subject to the provisions of the Election Code and applicable law (and pursuant to California Government Code section 25201), each member of the commission shall serve as a public officer. Public officer status as referred to herein does not and shall not be construed to allow or bestow any authority, responsibility, or duty to receive, examine, or preserve any recall petition or any other non-public, confidential records, or to perform any function, service, or act that is not expressly authorized by this Ordinance and applicable law.
- e. The selection of Chair and Vice-Chair, respectively, by the members of the then-existing Shasta County Elections Advisory Committee, are hereby ratified. Accordingly, the same Chair and Vice-Chair, respectively, as approved by the Committee, shall remain the

same unless and until such time as the Commission shall vote otherwise or as may otherwise be required by applicable law or Commission Bylaws.

SECTION III. Compensation.

All members of the Committee shall serve without compensation.

SECTION IV. Meeting.

The Commission will serve as a standing Board-appointed commission and all Commission meetings will be open to the public and subject to the Brown Act. Meeting location and times to be established in the By-laws.

SECTION V. Duties, Actions, Authorities, Responsibilities of Committees or Individuals.

Notwithstanding anything to the contrary contained in this ordinance, no terms or provisions in this ordinance shall authorize, override, usurp, or circumvent any state statute or federal law. In addition, no authority granted to the Shasta County Elections Commission, either express or implied, shall impede or interfere with the Election Official in the performance of their duties. Pursuant to Resolution No. 2023-099, repealed as of the effective date of this ordinance, the prior name of the five-person body was the Shasta County Elections Advisory Committee. In the event of any conflict between this ordinance and Resolution No. 2023-099, the terms and provisions of this ordinance shall control. Subject to the foregoing, the Elections Code, and any other applicable law, the Commission shall:

- a. Make reports and recommendations to the Board of Supervisors regarding existing programs, policies and procedures in alignment with the law for future elections.
- b. Have access to places and records, as allowed under the California law, necessary to implement their delegated duties.
- c. Observe, inspect, and examine elections related records and documents, as allowed under California law, for accuracy and completeness.
- d. May make copies of public records, as allowed under California law, for reporting purposes or make notes based on such records.
- e. Tour and observe Elections department and Registrar of Voter facilities during, before or after the election period, as authorized under California law.
- f. Ask questions of elections officials and receive timely answers.
- g. Review how election updates are reported to the public.

- h. In-depth review of voter and vote recordkeeping processes, as allowed under California law.

SECTION VI. Superseding and Repeal of Resolution No. 2023-099.

This ordinance hereby supersedes Resolution No. 2023-099, which Resolution is repealed as of the effective date of this ordinance.

SECTION VII. Effective Date.

This ordinance shall take effect and be in full force and effect 30 days after its passage.

DULY PASSED AND ADOPTED this 5th day of December, 2023, by the Board of Supervisors of the County of Shasta by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSE:

PATRICK JONES, CHAIR
Board of Supervisors
County of Shasta
State of California

ATTEST:

DAVID J. RICKERT
Clerk of the Board of Supervisors

By: _____
Deputy