



CALIFORNIA OCEAN PROTECTION COUNCIL

Mike Chrisman, *Secretary for Resources, Council Chair*
Steve Westly, *State Controller*
Linda Adams, *Secretary for Environmental Protection*
Sheila Kuehl, *State Senator, Ex officio Member*
Pedro Nava, *State Assemblymember, Ex officio Member*

Meeting Procedures of the California Ocean Protection Council

- 1. Quorum.* (a) Except as provided in subsection (b) two voting members of the Council shall constitute a quorum for the conduct of business; (b) notwithstanding the rule prescribed by subsection (a), one voting member shall constitute a quorum for the purpose of conducting a meeting.
- 2. Proxy Voting.* Upon written notice at least 10 days prior to a Council meeting that a voting member will be absent for all or part of the meeting, the absent member may designate a proxy for that meeting only. Consideration of assignment of a proxy shall be listed on the meeting agenda as an action item. The motion to assign a proxy voting member shall indicate the scope of the proxy's authority.
- 3. Parliamentary Procedure.* When possible, Council meetings will be conducted collegially and informally. At the request of any member at any time, parliamentary procedure will be observed. The rules contained in Robert's Rules of Order, Newly Revised, to the extent they are relevant and not inconsistent with the Council's governing statute or other adopted rules, shall govern the question of how Council will proceed.
- 4. Committees.* The chairperson, subject to the approval of the Council, may appoint committees and their members. All action items for Council consideration shall be kept on the full Council calendar unless a majority of the voting members present agree to refer specific action to committee.
- 5. Order of Motions.* When several motions are before the Council dealing with related or overlapping matters, the chairperson may specify the order in which the motions shall be voted upon.
- 6. Amendment of Policies.* The foregoing policies may be added to, modified, amended or suspended at any time by simple majority vote.