

CA Neighborhood Safety Committee Policies and Procedures

May 2024

Mission / Purpose Statement: The Community Assembly Neighborhood Safety Committee will research issues involving neighborhood safety as directed by the Community Assembly and requested by city departments or committee members and provide recommendations and resources on these issues to the Community Assembly, the neighborhood councils and the community.

Membership: Committee participation is open to members of neighborhood councils in good standing with the Community Assembly, as well as interested community residents, property owners, and representatives of government agencies, businesses, and private organizations.

Meeting attendance will be taken and in meeting records the names of individuals attending committee meetings will be recorded according to their city neighborhood council area and as either self-identified neighborhood council representative or alternate, or other.

Voting and Quorum: A minimum representation from three separate neighborhood councils will constitute a quorum for voting purposes.

A quorum being present, the text for an official committee action, position statement or recommendation to the Community Assembly will be formulated and agreed to by a majority consensus of all those attending a meeting before the chair proceeds to a vote.

Once the text for an action, statement or recommendation to the Community Assembly is determined, it is then put to a vote of those individuals in attendance who are neighborhood council members. A majority vote passes the recommendation; a tie vote fails. The number of yeas and nays will be included with the text that is passed.

Officers and Terms: The committee may have up to two officers in addition to an elected Chair: Vice-Chair and Secretary. Elections will be in October for a term of one year beginning at the end of the meeting at which the election is held.

Meeting Schedule: The committee meets the last Wednesday of each month, unless otherwise notified. Additional meetings may be called as necessary.

Reports: The committee's chair will report once per quarter, or more often, to the Community Assembly.