

AN ORDINANCE

2013-02-14-0114

**ABOLISHING THE FORT SAM HOUSTON COMMUNITY ADVISORY BOARD, THE SAN ANTONIO COMMISSION ON LITERACY, AND THE COMMISSION FOR CHILDREN AND FAMILIES; REPEALING THE ORDINANCES ESTABLISHING AND APPOINTING MEMBERS TO THE RESPECTIVE BOARDS OF DIRECTORS; CREATING THE SA2020 COMMISSION ON EDUCATION AND THE SA2020 COMMISSION ON STRENGTHENING FAMILY WELL-BEING; AND APPROVING THEIR RESPECTIVE BYLAWS.**

\* \* \* \* \*

**WHEREAS**, in accordance with Chapter 2, Article IX, Section 2-542 of the City Code of the City of San Antonio, Council Committees met to review the annual reports of District Boards, Commissions and Committees, and to recommend reauthorization or sunset of inactive boards, commissions and committees; and

**WHEREAS**, the Fort Sam Houston Community Advisory Board has not met in over two years as the Military Transformation Task Force is fulfilling the original charge of the Board; and

**WHEREAS**, in June 2012, the Educational Excellence Council Committee recommended replacement of the San Antonio Commission on Literacy with a new committee, SA2020 Commission on Educational Excellence; and

**WHEREAS**, in June 2012, the Quality of Life Council Committee considered staff recommendation that the Commission for Children and Families be sunset and replaced with "SA2020 Commission on Strengthening Family Well-Being", and approved the recommendation at its meeting on January 15, 2013; and

**WHEREAS**, the Governance Committee met on January 16, 2013, concurred with the recommendations of the Quality of Life Council Committee and the Office of the City Clerk, that the three boards above should be sunset, and recommended the creation of the two new commissions; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** Ordinances creating the Fort Sam Houston Community Advisory Board, the San Antonio Commission on Literacy, and the Commission for Children and Families are repealed.

**SECTION 2.** All Ordinances and Minute Orders appointing members to the Fort Sam Houston Community Advisory Board, the San Antonio Commission on Literacy, and the Commission for Children and Families are repealed.

**SECTION 3.** The SA2020 Commission on Education and the SA2020 Commission on Strengthening Family Well-Being are created, and the draft bylaws are approved. These by-laws may be amended at any regular or special meeting of the respective Commission by two-thirds

vote of members present and voting, provided that the amendment has been submitted in writing and presented to the Commission prior to the meeting. Non-substantive amendments to Commission by-laws shall become effective at the close of the meeting in which they are approved. In the event an amendment is in conflict with the City's Rules for Boards and Commissions, the amendment must be approved by the City Council, through the passage of an ordinance. The Bylaws for the Commissions are attached as Attachment 1 and 2, respectively.

**SECTION 4.** The SA2020 Commission on Education will serve in an advisory capacity to the Mayor and City Council on matters affecting the education of San Antonio residents. The new commission will concentrate efforts on advising policy makers and key stakeholders on programs and services that align with SA2020 education goals, indicators, and measures; communicating identified concerns with persons and institutions able to affect change; and working in concert with others to foster actions beneficial to the San Antonio community.

**SECTION 5.** The SA2020 Commission on Strengthening Family Well-Being will serve in an advisory capacity to the Mayor and City Council on matters affecting the well-being of the residents and families of the City of San Antonio. The new commission will concentrate efforts on reviewing and advising policy makers and key stakeholders on City funded organizations and programs that align with SA2020 goals, indicators, and measures; communicating identified concerns to City Council, City staff, and funded agencies; and working in concert with related stakeholders to foster actions beneficial to the San Antonio community.

**SECTION 6.** This Ordinance is effective immediately upon the receipt of eight affirmative votes, or in the event eight affirmative votes are not received, ten days after passage.


***PASSED AND APPROVED*** this 14<sup>th</sup> day of February 2013.

  
M A Y O R  
Julián Castro

**ATTEST:**

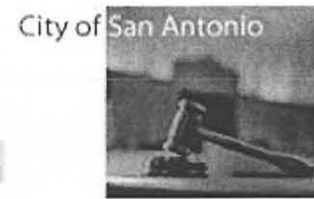
  
\_\_\_\_\_  
Leticia M. Vacek, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
for Michael D. Bernard, City Attorney



Request for  
**COUNCIL  
ACTION**



## Agenda Voting Results - 11A

<b>Name:</b>	6, 7, 9, 10, 11A, 12, 13, 14, 15						
<b>Date:</b>	02/14/2013						
<b>Time:</b>	10:01:08 AM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	An Ordinance abolishing the Fort Sam Houston Community Advisory Board, the San Antonio Commission on Literacy, and the Commission for Children and Families; repealing the Ordinances establishing and appointing members to the respective Board of Directors; creating the SA2020 Commission on Education and the SA2020 Commission on Strengthening Family Well-being; and approving their respective Bylaws.						
<b>Result:</b>	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Julián Castro	Mayor		x				
Diego Bernal	District 1		x				
Ivy R. Taylor	District 2		x				x
Leticia Ozuna	District 3		x			x	
Rey Saldaña	District 4	x					
David Medina Jr.	District 5		x				
Ray Lopez	District 6		x				
Cris Medina	District 7		x				
W. Reed Williams	District 8	x					
Elisa Chan	District 9		x				
Carlton Soules	District 10		x				

# **ATTACHMENT 1**

## **Bylaws of the SA2020 Commission on Education**

**CITY OF SAN ANTONIO  
SA2020 COMMISSION ON EDUCATION  
BYLAWS**

**ARTICLE I  
Name**

The name of this body shall be the SA2020 Commission on Education, hereinafter referred to as the Commission on Education or the Commission.

**ARTICLE II  
Purpose**

The Commission on Education shall serve in an advisory capacity to the Mayor and City Council on matters affecting the Education of San Antonio residents in line with the SA2020 vision of orchestrating one of the greatest turnarounds in education in the United States.

The Commission will seek to:

1. Advise policy makers and key stakeholders on programs and services that align with SA2020 goals, indicators, and measures.
2. Communicate identified concerns with persons and institutions able to affect change.
3. Work in concert with others to foster actions beneficial to the education of San Antonio residents.

**ARTICLE III  
Responsibilities**

The Commission on Education shall work in partnership with City Council and City staff to meet the following objectives:

1. Determine the Commission's priorities and develop a focused, multi-phased plan of action that furthers the success of education by improving kindergarten and college readiness, high school graduation rates, college enrollment, and adult educational attainment.
2. Increase the visibility of the Commission as an advisory council and expand community awareness of education issues.
3. Advocate for the responsible funding of existing and future services to ensure the continual improvement and progress toward the SA2020 Education vision.
4. Provide annual written reports which:

- a. Advise Mayor and City Council on the current conditions and needs of San Antonio residents and families.
- b. Advise Mayor and City Council on service needs as they relate to SA2020 goals, indicators, and measures.
- c. Advise on ways to engage the San Antonio community to actively participate in activities which will lead to the achievement of the SA2020 vision.
- d. Advise on City investments that support achievement of the SA2020 vision.

## **ARTICLE IV**

### **Membership**

#### Section 1 – Composition

1. The Commission on Education shall consist of eleven members appointed by the Mayor and City Council.
2. Each City Council member and the Mayor shall appoint one member on the commission.

#### Section 2 – Term of Membership

1. Each appointed member shall serve a two year term to run concurrently with the term of office of the appointing council member.
2. Each member may be re-appointed to serve one additional two year term. No member shall serve on the Commission for more than a total of four years.

#### Section 3 – Termination of Membership

1. The absence of a member from three or more regularly scheduled meetings within a six month period from the time of appointment shall constitute grounds for a recommendation to the appointing Council member that the member be removed and replaced.
2. Members who are unable to complete their term of office shall immediately inform the Chairperson and his/her appointing Council member of their resignation in writing.

## **ARTICLE V**

### **Officers**

#### Section 1 – Officers

The offices of the Commission on Education shall consist of:

1. Chair
2. Vice-Chair
3. Secretary

Other offices may be created as needed.

#### Section 2 – Election of Officers

1. Eligibility for Office. The Commission shall elect all officers from their membership.
2. Election of Officers. Officers shall be elected by majority vote of the quorum of members present at the regular meeting held at the beginning of each Fiscal Year as designated by the City of San Antonio.
3. Nominations. Nominations may be made by Commission members. Prior consent shall be obtained from all nominees.
4. Term of Office. Each officer will be elected to serve a one year term. No officer shall hold the same elected position for more than two consecutive terms.
5. Vacancies. If a vacancy occurs in any office, a special election shall be held at the next regular meeting.

#### Section 3 – Duties of Officers

1. The Chairperson shall:
  - a. Preside at all meetings of the Commission.
  - b. Appoint Special Committee Chairperson and/or Special Committee members.
  - c. Call meetings as deemed necessary to carry out the activities of the Commission.
2. The Vice-Chairperson shall:
  - a. Perform the duties of the Chair in the absence of the Chairperson.
  - b. Act in an advisory capacity to the Chairperson.
  - c. Should a vacancy occur in the office of the Chairperson, the Vice-Chairperson shall become Chairperson until a Chairperson is elected by the Commission at its next regular meeting.
3. The Secretary shall:
  - a. Prepare official correspondence of the Commission as designated by the Chairperson.
  - b. Be responsible for the recording of minutes of all meeting proceedings. Minutes shall be distributed to Commission members within one week of each meeting.



- c. Keep and maintain a current list of names, addresses, and contact information of the Commission's membership.
- d. Maintain a record of voting results at meetings.
- e. In the absence of the Secretary, the Chairperson will appoint an officer to take minutes of the meeting.

## **ARTICLE VI**

### **Meetings**

#### **Section 1 – Meetings**

1. Frequency. The Commission on Education shall meet on a monthly basis or as often as may be necessary.
2. Quorum. A majority of appointed members in attendance at a meeting shall constitute a quorum.
3. Attendance. Commission members shall strive to attend all scheduled meetings. If a member must be absent from a regularly scheduled meeting he/she shall notify the Chairperson.

#### **Section 2 – Voting**

1. Each member shall have one vote in all action items of the Commission.
2. A proposed action is adopted if a majority of the votes cast are in favor of the action.
3. Proxy votes will not be allowed.

## **ARTICLE VII**

### **Subcommittees**

1. The Commission on Education shall have subcommittees consisting of Standing and Special Committees, which may be established from time to time on an ad hoc basis.
2. The size of a subcommittee's membership shall be no less than three and no more than five Commission members, with a quorum consisting of the majority of appointed members.
3. Subcommittee chairpersons shall keep a record of its activities and findings and shall report updates to the Commission through written or verbal reports at each regularly scheduled Commission meeting. Each committee shall be responsible for establishing operational procedures appropriate to its functions. On issues requiring a vote by the



Commission, the subcommittee chairperson shall present a recommendation and supporting rationale.

4. Standing Committees. There is to be a Bylaws Evaluation Committee appointed by the Chairperson.
5. Special Committees. The Chairperson shall appoint such Special Committees as deemed necessary to carry out the goals and objectives of the Commission.

## **ARTICLE VIII**

### **Salaries and Compensation**

Commission on Education members shall receive no salary or compensation for their services.

## **ARTICLE IX**

### **Reporting**

1. The Commission's Chair or designee, with assistance of City staff, shall report specific goals and objectives to the City Council's Educational Excellence Committee through annual memoranda and presentations.
2. The Commission will make a full report of its activities to the Educational Excellence Committee on a yearly basis.
3. Additional reports will be made as requested by the City Council or initiated by the Commission with assistance of City staff.

## **ARTICLE X**

### **Amendments**

These by-laws may be amended at any regular or special meeting by two-thirds vote of members present and voting, provided that the amendment has been submitted in writing and presented to the Commission prior to the meeting. Non-substantive amendments to Commission by-laws shall become effective at the close of the meeting in which they are approved. In the event an amendment is in conflict with the City's Rules for Boards and Commissions, the amendment must be approved by the City Council, through the passage of an ordinance.

## **ATTACHMENT 2**

### **Bylaws of the SA2020 Commission on Strengthening Family Well-Being**

**CITY OF SAN ANTONIO  
SA2020 COMMISSION ON STRENGTHENING FAMILY WELL-BEING  
BYLAWS**

**ARTICLE I  
Name**

The name of this body shall be the SA2020 Commission on Strengthening Family Well-Being, hereinafter referred to as the Commission on Family Well-Being or the Commission.

**ARTICLE II  
Purpose**

The Commission on Family Well-Being shall serve in an advisory capacity to the Mayor and City Council on matters affecting the well-being of San Antonio residents and families in line with the SA2020 vision of making San Antonio renowned as the best city to raise a family.

The Commission will seek to:

1. Advise policy makers and key stakeholders on programs and services that align with SA2020 goals, indicators, and measures.
2. Communicate identified concerns with persons and institutions able to affect change.
3. Work in concert with others to foster actions beneficial to the San Antonio community.

**ARTICLE III  
Responsibilities**

The Commission on Family Well-Being shall work in partnership with City Council and City staff to meet the following objectives:

1. Determine the Commission's priorities and develop a focused plan of action that furthers the success of the Family Well-Being vision that includes: reducing poverty, reducing teen births, reducing homelessness, reducing domestic violence, and strengthening community support for social services.
2. Increase the visibility of the Commission as an advisory council and expand community awareness in relation to Family Well-Being goals.
3. Advocate for the responsible funding of existing and future services to ensure the continual improvement and progress toward the Family Well-Being vision.
4. Provide annual written reports which:

- a. Assess achievement of SA2020 targets by City funded agencies and programs.
- b. Advise Mayor and City Council on service needs as they relate to SA2020 goals, indicators, and measures.
- c. Advise on ways to engage the San Antonio community to actively participate in activities which will lead to the achievement of the SA2020 vision.
- d. Advise on City investments that support achievement of the SA2020 vision.

## **ARTICLE IV Membership**

### Section 1 – Composition

1. The Commission on Family Well-Being shall be comprised of eleven members appointed by the Mayor and City Council.
2. Each City Council member and the Mayor shall appoint one member on the commission.

### Section 2 – Term of Membership

1. Each appointed member shall serve a two year term to run concurrently with the term of office of the appointing council member.
2. Each member may be re-appointed to serve one additional two year term. No member shall serve on the Commission for more than a total of four years.

### Section 3 – Termination of Membership

1. The absence of a member from three or more regularly scheduled meetings within a six month period from the time of appointment shall constitute grounds for a recommendation to the appointing Council member that the member be removed and replaced.
2. Members who are unable to complete their term of office shall immediately inform the Chairperson and his/her appointing Council member of their resignation in writing.

## **ARTICLE V Officers**

### Section 1 – Officers

The offices of the Commission on Family Well-Being shall consist of:

1. Chair
2. Vice-Chair

3. Secretary

Other offices may be created as needed.

Section 2 – Election of Officers

1. Eligibility for Office. The Commission shall elect all officers from their membership.
2. Election of Officers. Officers shall be elected by majority vote of the quorum of members present at the regular meeting held at the beginning of each Fiscal Year as designated by the City of San Antonio.
3. Nominations. Nominations may be made by Commission members. Prior consent shall be obtained from all nominees.
4. Term of Office. Each officer will be elected to serve a one year term. No officer shall hold the same elected position for more than two consecutive terms.
5. Vacancies. If a vacancy occurs in any office, a special election shall be held at the next regular meeting.

Section 3 – Duties of Officers

1. The Chairperson shall:
  - a. Preside at all meetings of the Commission.
  - b. Appoint Special Committee Chairperson and/or Special Committee members.
  - c. Call meetings as deemed necessary to carry out the activities of the Commission.
2. The Vice-Chairperson shall:
  - a. Perform the duties of the Chair in the absence of the Chairperson.
  - b. Act in an advisory capacity to the Chairperson.
  - c. Should a vacancy occur in the office of the Chairperson, the Vice-Chairperson shall become Chairperson until a Chairperson is elected by the Commission at its next regular meeting.
3. The Secretary shall:
  - a. Prepare official correspondence of the Commission as designated by the Chairperson.
  - b. Be responsible for the recording of minutes of all meeting proceedings. Minutes shall be distributed to Commission members within one week of each meeting.

- c. Keep and maintain a current list of names, addresses, and contact information of the Commission's membership.
- d. Maintain a record of voting results at meetings.
- e. In the absence of the Secretary, the Chairperson will appoint an officer to take minutes of the meeting.

## **ARTICLE VI**

### **Meetings**

#### **Section 1 – Meetings**

1. Frequency. The Commission on Family Well-Being shall meet on a monthly basis or as often as may be necessary.
2. Quorum. A majority of appointed members in attendance at a meeting shall constitute a quorum.
3. Attendance. Commission members shall strive to attend all scheduled meetings. If a member must be absent from a regularly scheduled meeting he/she shall notify the Chairperson.

#### **Section 2 – Voting**

1. Each member shall have one vote in all action items of the Commission.
2. A proposed action is adopted if a majority of the votes cast are in favor of the action.
3. Proxy votes will not be allowed.

## **ARTICLE VII**

### **Subcommittees**

1. The Commission on Family Well-Being shall have subcommittees consisting of Standing and Special Committees, which may be established from time to time on an ad hoc basis.
2. The size of a subcommittee's membership shall be no less than three and no more than five Commission members, with a quorum consisting of the majority of appointed members.
3. Subcommittee chairpersons shall keep a record of its activities and findings and shall report updates to the Commission through written or verbal reports at each regularly scheduled Commission meeting. Each committee shall be responsible for establishing operational procedures appropriate to its functions. On issues requiring a vote by the

Commission, the subcommittee chairperson shall present a recommendation and supporting rationale.

4. Standing Committees. There is to be a Bylaws Evaluation Committee appointed by the Chairperson.
5. Special Committees. The Chairperson shall appoint such Special Committees as deemed necessary to carry out the goals and objectives of the Commission.

## **ARTICLE VIII**

### **Salaries and Compensation**

Commission on Family Well-Being members shall receive no salary or compensation for their services.

## **ARTICLE IX**

### **Reporting**

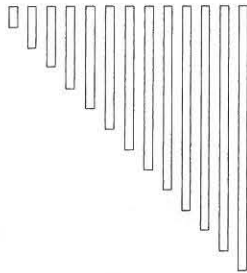
1. The Commission's Chair or designee, with assistance of City staff, shall report specific goals and objectives to the City Council's Quality of Life Committee through annual memoranda and presentations.
2. The Commission will make a full report of its activities to the Quality of Life Committee on a yearly basis.
3. Additional reports will be made as requested by the City Council or initiated by the Commission with assistance of City staff.

## **ARTICLE X**

### **Amendments**

These by-laws may be amended at any regular or special meeting by two-thirds vote of members present and voting, provided that the amendment has been submitted in writing and presented to the Commission prior to the meeting. Non-substantive amendments to Commission by-laws shall become effective at the close of the meeting in which they are approved. In the event an amendment is in conflict with the City's Rules for Boards and Commissions, the amendment must be approved by the City Council, through the passage of an ordinance.



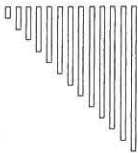


---

## **Office of the City Clerk City Council Agenda Item 11A**

**Leticia M. Vacek, TRMC/MMC  
City Clerk**

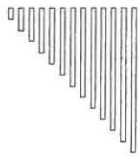
---



---

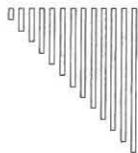
## **Recommendations regarding Boards and Commissions**

- ☐ In accordance with City Code, Chapter 2, Article IX, Sec. 2-542, each City Council Committee may recommend sunset, consolidate, or recommend other necessary action to the City Council.
-



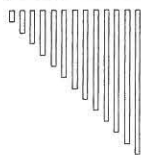
## Recommendations regarding Boards and Commissions

- ☐ Based upon the information received, the Office of the City Clerk recommends the sunset of:
  - 1) Fort Sam Houston Community Advisory Board
  - 2) San Antonio Commission on Literacy
  - 3) Commission for Children and Families



## Recommendations regarding Boards and Commissions

- ☐ The Fort Sam Houston Community Advisory Board has not met in over two years due to the newly created Military Transformation Task Force which is fulfilling the original charge.
- ☐ The Educational Excellence Council Committee recommended replacing the San Antonio Commission on Literacy with the SA2020 Commission on Educational Excellence.



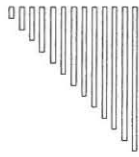
## Recommendations regarding Boards and Commissions

- The Quality of Life Council Committee recommended that the Commission for Children and Families be sunset and replaced with SA2020 Commission on Strengthening and Family Well-Being.



## Appointments/Terms

- The Mayor and Councilmembers shall appoint one member to each Commission.
- Each appointed member shall serve a two-year term to run concurrently with the term of office of the appointing Councilmember. Each member may be re-appointed to serve an additional two-year term. No member shall serve for more than a total of four years.



---

## Recommendation

- Said items were presented to the Governance Council Committee on January 16, 2013. The Governance Council Committee recommended that the three boards be sunset and that two board be created.
-