



Commission on Disabilities

City of Arts & Innovation

TO: COMMISSION ON DISABILITIES **DATE:** NOVEMBER 16, 2023
FROM: GENERAL SERVICES DEPARTMENT **WARDS:** ALL
SUBJECT: RECORD THE ABSENCE OF COMMISSIONER NELSON FROM THE REGULAR MEETING ON SEPTEMBER 21, 2023, AS EXCUSED.

ISSUE:

Record the absence of Commissioner Nelson from the regular meeting on September 21, 2023, as excused.

RECOMMENDATION:

That the Commission on Disabilities Record the absence of Commissioner Nelson from the regular meeting on September 21, 2023, as excused.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23976, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

Staff received notification that Commissioner Nelson would not attend the September 21, 2023, regular meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Jessica Spiking, Administrative Analyst