City of Arts & Innovation

Human Relations Commission Memorandum

TO: **HONORABLE COMMISSIONERS** **DATE: APRIL 23, 2026**

FROM: **CITY MANAGER'S OFFICE** **WARDS: ALL**

SUBJECT: **DETERMINE WHETHER THE ABSENCE OF COMMISSIONER HERNANDEZ FROM THE REGULAR MEETING ON MARCH 26, 2026, SHOULD BE RECORDED AS AN EXCUSED OR UNEXCUSED ABSENCE.**

ISSUE:

Determine whether the absence of Commissioner Hernandez from the regular meeting on March 26, 2026, should be recorded as an excused or unexcused absence.

RECOMMENDATION:

That the Human Relations Commission determine whether Commissioner Hernandez's absence from the regular meeting of March 26, 2026, should be recorded as an excused or unexcused absence.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 24318, 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 did not receive notification, 24 hours in advance, that Commissioner Hernandez would not attend the March 26, 2026, regular meeting of the Human Relations Commission.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Stephanie Gallegos, Principal Management Analyst