



City of Arts & Innovation

Commission of the Deaf Memorandum

TO: COMMISSION OF THE DEAF **DATE: SEPTEMBER 10, 2025**

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

SUBJECT: EXCUSE COMMISSIONER FRIEND ABSENCE FROM THE MEETING ON AUGUST 13, 2025.

ISSUE:

Consider excusing the absence of Commissioner Friend from the Commission of the Deaf regular meeting on August 13, 2025.

RECOMMENDATIONS:

That the Commission of the Deaf excuse the absence of Commissioner Friend from the Commission of the Deaf regular meeting on August 13, 2025.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23976, Commission 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 Commission is required to express in its official minutes if the absence of the Commissioner 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:

Commissioner Friend notified staff that she would be unable to attend the August regular meeting more than 24 hours in advance of the meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Rene Goldman, HR Director