



*City of Arts & Innovation*

# Commission of the Deaf Memorandum

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**TO: COMMISSION OF THE DEAF** **DATE: MARCH 13, 2024**

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

**SUBJECT: EXCUSE YOUTH EX OFFICIO OLAGUE'S ABSENCE FROM THE MEETING ON JANUARY 10, 2024**

## **ISSUE:**

Consider excusing the absence of Youth Ex Officio Olague from the Commission of the Deaf regular meeting on January 10, 2024.

## **RECOMMENDATIONS:**

That the Commission of the Deaf excuse the absence of Youth Ex Officio Olague from the Commission of the Deaf regular meeting on January 10, 2024.

## **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:**

Youth Ex Officio Olague notified staff that she would be unable to attend the January 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