



June 22, 2014

TO: Chair Davis  
cc: Marian Johnston, Legal Counsel

FR: Chris Wagaman, Transition Director

RE: Nominating Committee for Slate of Officers

Commission officers, as of this date, are:

Chair: Geena Davis  
Vice Chair: Lupita Cortez Alcala  
Second Vice Chair: vacant  
Member-at-Large: Kafi Blumenfield  
Member-at-Large: vacant

Commission By-Laws state that "No later than June 30 of any fiscal year of the Commission, the Chairperson shall appoint a nominating committee ("Nominating Committee") which shall be comprised of no less than three (3) nor more than five (5) Commissioners. A minimum of one member of such Nominating Committee shall be a member of the current Executive Committee (as hereinafter defined). The Nominating Committee shall select a slate of officers."

#### **V. ELECTION OF OFFICERS**

**5.2 Nominations.** No later than June 30 of any fiscal year of the Commission, the Chairperson shall appoint a nominating committee ("Nominating Committee") which shall be comprised of no less than three (3) nor more than five (5) Commissioners. A minimum of one member of such Nominating Committee shall be a member of the current Executive Committee (as hereinafter defined). The Nominating Committee shall select a slate of officers. The Nominating Committee's suggested slate of officers shall be made available to each member of the Commission no less than two (2) weeks prior to the Election Meeting. Additional nominations may be submitted by any member of the Commission; provided, however, that any such additional nomination(s) shall be submitted in writing to the current Chairperson and to the chairperson of the Nominating Committee no less than seven (7) days prior to the Election Meeting. Notwithstanding any other provision contained herein, however, nominations may be made from the floor at any Election Meeting if two-thirds (2/3) of those Commissioners present at such meeting vote to open such meeting to nominations from the floor.

## VI. COMMITTEES

6.2 **Executive Committee.** The Executive Committee shall be comprised of the elected officers of the Commission. At no time, however, shall the Executive Committee consist of less than three (3) or more than five (5) members. The Executive Committee shall make recommendations to the Commission and shall implement policies set by the full Commission.

## IV. OFFICERS AND DUTIES

4.1 **Officers.** The officers of the Commission shall be a chairperson, ("Chairperson"), a vice-chairperson ("Vice Chairperson"), a second vice-chairperson, ("Second Vice Chairperson"), a member-at-large ("Member-at-Large"), and a second member-at-large ("Member-at-Large").

4.3 **Duties of the Chairperson.** The Chairperson shall:

- a. Preside at all meetings of the Commission;
- b. Appoint the members of all committees of the Commission, except the Executive Committee (as hereinafter defined);
- c. Designate the chairperson of each committee other than the Executive Committee;
- d. Provide leadership in fulfilling the Commission's mandate;
- e. Work regularly with the Executive Director;
- f. Work with the Legislature and the Governor's office to maintain lines of communication;
- g. Serve as liaison with the public; and
- h. Serve as the chairperson of the Executive Committee (as hereinafter defined) and as an ex-officio, non-voting, member of all committees.

4.4 **Duties of the Vice-Chairpersons.** The Vice-Chairpersons shall:

- a. In the absence of the Chairperson, preside at Commission meetings and perform such additional duties as are required by the Commission and necessitated by the absence of the Chairperson;
- b. Serve as acting Chairperson in the event of a vacancy in the office of Chairperson;
- c. Serve as members of the Executive Committee (as hereinafter defined); and
- d. Perform such other duties as the Chairperson may deem necessary and may request to facilitate the conduct of the Commission's business.

**4.5 Duties of the Members-at-Large.** The Members-at-Large shall:

- a. Serve as members of the Executive Committee (as hereinafter defined); and
- b. Perform such other duties as the Chairperson may deem necessary and may request to facilitate the conduct of the Commission's business.