



Regional Task Force on the Homeless San Diego City & County

Policy:	Legislative & Policy Activities ¹	Policy Number:	RTFHBP8
Owner of Policy:	Governance Board		
Policy Sponsor:	Merger Task Force		
Policy Approval By:	Governance Board		
Original Effective Date:	Reviewed Date(s):	Revised Date(s):	
5/18/17			

1. PURPOSE

The Regional Task Force on the Homeless (RTFH) is committed to the principle of accountability to the public which is served by the RTFH and its members. The RTFH Governance Board (Board) will uphold a policy of openness and transparency, balanced with its roles in representing the interest of the RTFH and those served.

This policy formally outlines rules and procedures that have been followed and will continue to be followed henceforth in respect to positions on legislation and policy. To the extent any portion of this policy contradicts the Charter or the Bylaws, the terms of the Charter and Bylaws shall prevail.

2. POLICY

The Board will ensure there is a process for taking a position on local, state, national, or international public policy or legislative issues, but only to the extent that such activities do not violate any applicable local, state or federal law and provided further that the activities do not serve to jeopardize the IRC Section 501(c)(3) status of the corporation.

3. PROCEDURE

The RTFH may take positions on pending legislation or policies after carefully weighing the issues involved and taking into consideration all related views.

¹ http://www.bot.ca.gov/board_activity/meetings/20121011_12_mats_11.pdf

Legislation & Policy Submission

Suggestions for taking a legislative or policy position may come from anyone. Proposals made by non-Board members must be sent in writing to the Board Chair, who will provide the information to the Board at the meeting when the legislation is being considered.

Legislation & Policy Analysis

RTFH staff will review and analyze the legislation consistent with the RTFH's mission, statutory mandates, and interests. When possible, a written analysis will be provided to the Executive Committee and Board for review.

If significant time or financial resources will be needed to advance a legislative position, this information will be provided in the analysis given to the reviewing entity prior to the Executive Committee or Board approving the action.

Legislation & Policy Action

All members of the Board, by a majority vote, can decide on an official position and the action to be taken to advance the Board's position on legislation.

Due to time constraints involved in legislative and policy activities, the Board empowers the Executive Committee, when time is of the essence, to take positions and inform the Board by immediately distributing a position paper. In addition, at the next Board meeting the Executive Committee's position and action will be included as an action item for the Board.

Upon evaluation, the Executive Committee or the Board (hereafter referred to as 'reviewing entity') will recommend a position and a related action.

Positions may include: support, oppose, support if amended, oppose unless amended, no position, neutral position or watch.

Actions may include: writing letters, meeting with key legislators and their staff, attending hearings or other activities needed to advance the RTFH's position.

The legislation and policy position letters will be signed by (pick one) the Executive Director, the Board Chair or the Vice Chair in the Board Chair's absence.

Under no circumstances will RTFH or its officials engage in lobbying or other political activities inconsistent with its 501c3 tax exemption or applicable law.