COMMUNITY SERVICES POLICY COMMITTEE
Thursday, January 23, 2020
10:00 a.m. – 3:00 p.m
League Office, 1400 K Street, Sacramento, 3rd Floor

A G E N D A

SPECIAL ORDER: State Budget and Issues Briefing for all policy committee members
10:00 – 10:45 a.m., Regency EF, Hyatt Regency
Upon adjournment, individual policy committee meetings will begin

I. Welcome and Introductions

II. Public Comment

III. Overview of Parliamentary Procedures and Roberts Rules (Attachment A) Informational

IV. Committee Orientation (Attachment B) Informational

V. League Strategic Goals for 2020 (Attachment C) Informational
Learn about the League’s 2020 strategic goals, as developed by League Leaders.

VI. Master Plan for Aging (Attachment D) Informational
Speakers: Adam Willoughby, Assistant Director – Legislation and Public Affairs, California Department of Aging; (12pm)
Grass Valley Council Member Jan Arbuckle, Immediate Past President of the League of California Cities and member of the Master Plan for Aging Stakeholder Advisory Committee (12:15pm)
Hear an update from the Department of Aging on the creation of a ‘master plan for aging’ as directed by Governor Newsom.

VII. Update of Existing Policy & Guiding Principles (Attachment E) Action
Review updates to League policy from new adopted policy and legislative positions from the last two years.

VIII. Adoption of 2020 Work Program (Attachment F) Action
Set priorities for 2020 to inform the issues of focus for guest speakers and legislation.

IX. Legislative Update (Attachment G) Informational
Speaker: Derek Dolfie, Legislative Representative, League of California Cities
Additionally, in order to understand the committee members’ interests more please fill out this 2-minute survey: http://bit.ly/LeagueCS20

Next Meeting: Thursday, April 2, Sheraton Park Hotel, 1855 S Harbor Blvd, Anaheim

NOTE: Policy committee members should be aware that lunch is usually served at these meetings. The state's Fair Political Practices Commission takes the position that the value of the lunch should be reported on city officials’ statement of economic interests form. Because of the service you provide at these meetings, the League takes the position that the value of the lunch should be reported as income (in return for your service to the committee) as opposed to a gift (note that this is not income for state or federal income tax purposes—just Political Reform Act reporting purposes). If you would prefer not to have to report the value of the lunches as income, we will let you know the amount so you

Brown Act Reminder: The League of California Cities’ Board of Directors has a policy of complying with the spirit of open meeting laws. Generally, off-agenda items may be taken up only if:
1. Two-thirds of the policy committee members find a need for immediate action exists and the need to take action came to the attention of the policy committee after the agenda was prepared (Note: If fewer than two-thirds of policy committee members are present, taking up an off-agenda item requires a unanimous vote); or
2. A majority of the policy committee finds an emergency (for example: work stoppage or disaster) exists.
A majority of a city council may not, consistent with the Brown Act, discuss specific substantive issues among themselves at League meetings. Any such discussion is subject to the Brown Act and must occur in a meeting that complies with its requirements.

Informational Items: Any agenda item listed for information purposes may be acted upon by the Policy Committee if the Chair determines such action is warranted and conforms with current League policy. If the committee wishes to revise League policy or adopt new policy for an item listed as informational, committees are encouraged to delay action until the next meeting to allow for preparation of a full analysis of the item.
Parliamentary Procedure Basics Relating to League Policy Committees
(adapted from Robert's Rules of Order Newly Revised)

Note: This document is designed to provide practical examples of common procedural matters encountered by League policy committees. It strives to provide guidance to foster productive and efficient meetings; it is not meant to be an exhaustive or comprehensive discussion of Robert's Rules. As always, it is the role and discretion of the chair to provide helpful guidance to individuals that may digress from the appropriate form and substance related to the conduct of meetings and the presentation of motions and other procedural matters set forth below.

I. COMMON MOTIONS

1. **Main Motions**
   - **Purpose:** To introduce items to the committee for their consideration.
   - **Example:** "I move the staff recommendation to support AB 123."

2. **Motion to Amend**
   - **Purpose:** Retains the main motion under discussion, but changes it in some way.
   - **Example:** "I move to amend the (presented main) motion to support AB 123 if amended."

   "Friendly" Amendments
   - **Purpose:** To offer an amendment to the main motion that is still supportive of the main motion.
   - **Example:** If there is currently a motion to support AB 123 on the floor and a committee member makes a "friendly" amendment to support AB 123 and also request that staff report back after contacting the sponsor for clarification on specific language.

   Note: This is commonly mishandled procedurally. Often the individual that seeks to offer the "friendly" amendment will inquire if the maker of the original motion will "accept" the amendment, and if so the chair will treat the motion as amended. This is not the proper way to handle such an amendment. It is not the discretion of the mover of the original motion (or the chair) to accept or decline the amendment, rather it must be adopted by the committee.

   However, if it appears to the chair that an amendment (or any other motion) is uncontroversial, it is proper for the chair to ask if there is "any objection" to adopting the amendment. If no objection is made, the chair may declare the amendment adopted. If even one member objects, however, the amendment is subject to debate and vote like...
any other, regardless of whether its proposer calls it "friendly" and regardless of whether the maker of the original motion endorses its adoption.

3. **Substitute Motion**

   **Purpose:** Removes the motion under discussion and replaces it with a new motion.

   Example: When there is a main motion on the floor to support a bill, a substitute motion would be, “I move a substitute motion that the committee oppose AB 123.”

**Addressing Multiple Motions**

The following examples provide guidance relating to how multiple motions are handled, and the impact failed substitute motions have on original (main motions) and any proposed amendments. The last motion presented should be considered first.

Note: Substitute motions commonly occur during policy committee meetings, yet Robert's Rules does not make a distinction between motions to amend and substitute motions. However, motions to amend must be considered prior to a main motion. Because the use of "substitute" motions is fairly widespread, the label as it is reflected in practice is used in the examples below. Rosenberg's Rules of Order\(^2\) do reference substitute motions and their impact is also reflected below.

**Example 1**

Committee Member 1: "I move that we support AB 123."
Committee Member 2: "I move that we support AB 123, if amended."
Committee Member 3: "I move a substitute motion that we oppose AB 123."

**Characterizing the Motions:**

In the above example:
- Committee Member 1 has made a (main) motion.
- Committee Member 2 has made an *amendment* to Committee Member 1’s motion.
- Committee Member 3 has made a *substitute* motion to Committee Member 1’s motion.

**Order for Consideration and the Possible Outcomes**

Committee Member 3’s motion is considered first. If Committee Member 3’s motion *fails*, Committee Member 2’s motion will be considered next. If Committee Member 2's motion *fails*, Committee Member 1’s motion will be considered. If Committee Member 2's motion *passes*, there is no need to consider Committee Member 1’s motion.

If Committee Member 3’s motion *passes*, there is no need to consider Committee Member 1’s motions because Committee Member 3’s motion replaces Committee Member 1’s original motion. There is also no need to consider Committee Member 2's motion since it is an amendment to Committee Member 1’s motion that has been replaced by Committee Member 3’s substitute motion.

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Example 2
Committee Member 1: "I move that we support AB 123."
Committee Member 2: "I move a substitute motion that we oppose AB 123."
Committee Member 3: "I move that we oppose AB 123 unless amended."

Characterizing the Motions
In the above example:
Committee Member 1 has made a (main) motion.
Committee Member 2 has made a substitute motion to Committee Member 1’s motion
Committee Member 3 has made an amendment to Committee Member 2’s substitute motion (sometimes referred to as a substitute to a substitute motion).

Reviewing the Possible Outcomes
Committee Member 3’s motion should be considered first. If the motion fails, Committee Member 2’s motion is considered.
If Committee Member 2’s motion passes, it is not necessary to consider Committee Member 1’s motion because Committee Member 2’s motion substitutes for it.

If Committee Member 3’s motion fails, Committee Member 2’s motion is considered. If Committee Member 2’s motion fails, the substitute motion for Committee Member 1’s motion fails, and Committee Member 1’s motion is considered.

If Committee Member 3’s motion passes, it is not necessary to consider Committee Member 1’s motion because Committee Member 3’s motion substitutes for it.

Example 3
Committee Member 1: "I move that we support AB 123."
Committee Member 2: "I move a substitute motion that we oppose AB 123."
Committee Member 3: "I move a substitute to the substitute motion that we take no position on AB 123."

Characterizing the Motions
In the above example:
Committee Member 1 has made a (main) motion.
Committee Member 2 has made a substitute motion to Committee Member 1’s motion
Committee Member 3 has attempted to make a substitute to Committee Member 2’s substitute motion (sometimes referred to as a substitute to a substitute motion).

Reviewing the Possible Outcomes
While procedurally permissible, in an effort to avoid confusion Committee Member 3’s motion should not be entertained by the chair until Committee Member 1 and Committee Member 2’s motions have been discussed and voted upon.

Committee Member 2’s motion should be considered first. If the motion fails Committee Member 1’s motion is considered. If Committee Member 1’s motion fails, then Committee Member 3’s may make the motion to "take no position on AB 123."

If Committee Member 2’s motion passes, it is not necessary to consider Committee Member 1’s motion because Committee Member 2’s motion substitutes for it.
4. **Motion to Withdraw**  
*Purpose:* To withdraw an item from discussion.

*Making the Motion to Reconsider:* Only the individual that made the initial motion can make a motion to withdraw an item from discussion. The individual may interrupt a speaker (after being recognized by the chair) to withdraw the motion under discussion at any time.

*Note:* This type of motion typically occurs following some debate by the committee that may provide additional information that influences the mover to reconsider continued debate on the original motion presented. Another member may subsequently make the same motion after it has been properly withdrawn.

*Example:* “Madame Chair, I move to withdraw my motion to support AB 123.”

5. **Motion to Reconsider**  
*Purpose:* To revisit discussion of an issue.

*Making the Motion to Reconsider:* A motion to reconsider must be made by an individual that previously voted in the majority of the original motion. A motion to reconsider made by an individual that previously voted in the minority must be characterized as out of order.

*Timing:* A motion to reconsider must be made at the same meeting where the original motion was discussed, or the next meeting of the body. Motions for reconsideration following the next meeting are out of order.

*Example:* “I move to reconsider the committee’s position to support AB 123.”

6. **Motion to Table**  
*Purpose:* This motion is often used in the attempt to "kill" a motion by setting it aside. The option is always present, however, to "take from the table," for reconsideration by the committee.

*Note:* This type of motion should be reserved to temporarily set an item aside if agreed upon by a majority of the committee to take up an item of immediate urgency. However, in practice it is sometimes used as an option to end debate and prevent a vote, and not typically to take up an item of immediate urgency. This is technically improper procedure (or out of order) under Robert's Rules.

*Example:* “I move that the committee table the motion to support AB 123.”

7. **Call for the Question**  
*Purpose:* To refocus the committee on the agenda in the event there is sentiment that the discussion has drifted. The individual seeking to end debate must first be recognized by the Chair, make the motion and the motion must receive a second. The motion must be adopted by a 2/3 vote or unanimous consent.

*Example:* “I move the previous question.”
Note: The above procedure is consistent with Roberts Rules, however, in practice when an individual calls for the question a vote is not usually taken. The motion simply serves as an indicator to the chair that the debate may have drifted from the agenda, and the chair should remind the committee to return to the agenda. If there is a sense that the current discussion is productive the chair may elect to ask for a vote relating to the motion to call for the question, or the chair may propose continued discussion for some short period to allow individuals that wish to speak the opportunity.

8. **Motion to Appeal**  
*Purpose:* To appeal a ruling made by the chair. A committee member may move to appeal a ruling by the Chair, but it must be seconded and receive a majority vote to be reversed.

*Example:* "I move to appeal the Chair’s ruling that the committee approved support of AB 123."

9. **Adding an Item to the Agenda for Consideration**  
*Purpose:* To have the committee discuss an item that is not on the prepared agenda before them. Because the League is committed to complying with the legal requirements and spirit of the Brown Act additional agenda items may be considered only if they fall within any of the below exceptions:

- An item may be added to the agenda by circulation to the committee members and posting on the League website at least 72 hours prior to the meeting.

- An item may be placed on the agenda at the meeting if the majority decides that it is an “emergency situation.” An emergency situation includes work stoppage, crippling disaster, or any other activity that impairs public health safety or both.

- Two-thirds of the committee members present (or all of the members if less than two-thirds are present) must determine that there is a need for immediate action, and the need to take action arose subsequent to the circulation of the agenda.

If an item does not fall within one of these exceptions it may not be discussed and acted upon, but may be added to a subsequent agenda.

Note: This procedure is typically used when there is a supplemental agenda that is distributed at the meeting that was not mailed to the committee prior to the meeting.

**II. OTHER ITEMS**

1. **Point of Privilege**  
*Purpose:* To draw attention to an item that interferes with the comfort of the meeting.

*Example:*  
Committee Member: “Point of privilege.”  
Chair: “State your point.”  
Committee Member: “Madame Chair, may we inform the hotel staff that the room is uncomfortably hot and request that the air conditioning be adjusted.”
2. **Point of Order**  
*Purpose:* To draw attention to inappropriate conduct at the meeting.  

*Example:*  
Committee Member: “Point of order.”  
Chair: “State your point.”  
Committee Member: “Madame Chair, the motion was approved without opportunity for debate.”

3. **Public Comment**  
In the spirit of the Brown Act an opportunity for public comment is included on all agendas. The chair should exercise discretion in determining the appropriateness and extent of public comment during committee meetings setting reasonable limits as needed.

### III. HOW TO PRESENT A MOTION

1. Obtain the floor by raising your hand and wait to be recognized by the chair.  
2. Make your motion.  
   a. Speak clearly and concisely.  
   b. Always state a motion affirmatively. For example, "I move the staff recommendation that we support AB 123..." rather than, "I move that we do not take a position ...".  
   c. Avoid comments unrelated to the subject of the motion.  
   d. Avoid making any arguments supporting your motion at this time, simply state the motion.  
3. Wait for someone to second your motion.  
4. Another member will second your motion or the chair will call for a second.  
5. If there is no second to your motion it is lost and no vote will be taken by the committee.  
6. If there is a second to your motion the chair should re-state the motion, or ask League staff to re-state the motion.  
   a. The chair will say, "it has been moved and seconded that we ..." This places the motion before the committee for consideration and action.  
   b. The committee then either debates the motion or may move directly to a vote.  
   c. Once a motion is presented to the committee by the chair it becomes "committee property," and cannot be changed by the maker of the motion without the consent of the committee.  
7. At this point the individual making the initial motion (the mover) may elect to expand on the motion. For example, this would be the appropriate time for the mover to present an argument in support of the motion.  
8. The chair should always recognize the mover first.  
   a. All comments and debate must be directed to the chair.  
   b. Keep to the time limit (if any) for speaking that has been established.  
   c. The mover may speak again only after other speakers are finished, unless called upon by the chair.  
9. **Putting the Question to the Committee**  
   a. The chair asks, "Are you ready to vote on the question?"  
   b. If there is no more discussion, a vote is taken on the motion.  
   c. If the motion passes, the committee moves on to the next item on the agenda.
d. If the motion fails, and no other motion is on the floor, then a new motion is in order.

Note: If a motion to support AB 123 fails, this does not mean that there is opposition to AB 123 by default. A separate motion to oppose AB 123 or some other formal motion must be made and voted on by the committee.

IV. VOTING ON A MOTION

1. Voting is Conducted by Voice
   The chair asks those in favor to say, "aye," those opposed to say "no." If the outcome is unclear by voice, a hand vote may be taken. Any member may move for an exact count. Following the vote, the chair should announce the outcome.

   Example:
   Chair: There is a motion and a second to support AB 123. All those in favor say, "aye." All those opposed say, "no." If the outcome by voice is clearly in support the chair would announce that, "The motion to support AB 123 passes." If the outcome results in opposition to the motion, the chair would announce that, "The motion to support AB 123 fails." If the outcome is unclear the chair, or another member may ask for a hand count.

V. QUORUM

1. Presumption of a Quorum
   The presence of a quorum is presumed unless the issue is raised.

   Note: It is not necessary, and is disfavored for the chair to routinely begin a meeting inquiring about the presence of a quorum.

2. Calculating the Presence of a Quorum
   If the issue of whether a quorum is present is raised, a quorum consists of a majority of all appointed, voting members of a policy committee. A majority simply means more than half, not fifty percent plus one.

3. Votes Taken Prior to the Question of Whether a Quorum is Present Are Valid
   If a vote(s) is taken prior to the question of whether a quorum was present is asked, and it is later determined that a quorum was not present when the vote(s) was taken, the action taken is still valid.

4. Votes Taken in the Absence of a Quorum Are Advisory
   A vote may be taken on matters even if a quorum is not present, but all votes taken by that body will be advisory to the League Board or the General Resolutions Committee, and the Board or the General Resolutions Committee must be advised that a quorum of the body was not present. The vote count should also be noted and communicated.
HOW LEAGUE POLICY COMMITTEES WORK

Role and Responsibility of Committee Members
The strength of the League’s policy process and ability to effectively engage in the legislative process is based on the active involvement of and the expertise of city officials. We rely on your technical and policy knowledge, thoughtfulness, strategic thinking, and political savvy. Your role is to engage in thoughtful discussions at the meeting. Members should review the agenda and background material prior to the meetings, attend each meeting, and stay for the entire duration of the meeting.

The League has seven (7) policy committees, each with their own subject matter jurisdiction. Each policy committee plays a role in directing the League’s engagement at the local, state, federal, and regulatory levels by adopting positions on relevant policy. These recommendations are then referred to the League’s Board of Directors. Once approved, these positions are adopted as formal League policy and become part of the League’s compilation of existing policy entitled, “Summary of Existing Policy and Guiding Principles” (Summary). This document will be updated in April 2020 and every two years thereafter. The Summary, in its entirety, is located on the League’s Web site at www.cacities.org/advocacy. Individual sections are located on each policy committee’s Web page, which are available at www.cacities.org/polcomm.

Policy Committee Legislative Agenda Items
League policy committees review bills or regulatory proposals on issues for which the League does not have existing policy, or for which staff members feel a policy discussion needs to occur for greater clarity or background on an issue. Staff will lobby legislation, funding proposals, or regulatory changes where existing policy provides clear direction.

Committee Recommendations on Positions on Bills
The committee’s actions or positions are a recommendation to the League Board of Directors for a formal League position. Possible committee recommendations can be:

- Support
- Oppose
- Support-if-amended (as appropriate, specific amendments may be requested)
- Oppose-unless-amended (as appropriate, specific amendments may be requested)
- No position
- Neutral

There are nuanced differences between some of these positions. For example, “support-if-amended” sends a very different message than “oppose-unless-amended.” Both positions might seek the same change but the support-if-amended position means that the League would be listed with the “supporters” of the bill in most legislative analysis. In addition, “no position” and “neutral” have different meanings and require different actions from staff. Selection of one or the other depends in part upon what type of message or political posture the League needs to take. Staff will advise the committee about the implications of each on a case-by-case basis.
Approval by League Board Needed for All Committee Recommendations

All committee actions are recommendations to the League Board, which has the final say on all positions. Under no circumstances are individual committee members nor the committee itself authorized to speak on behalf of the League. When a committee action is supported by a large majority (e.g., 32 to 3), the recommendation is placed on the Board’s consent calendar. When the committee vote is split (e.g., 15-13), the item will be presented as an action item for the Board’s discussion. Staff will also provide information about the reasons behind the committee’s recommendation to the Board.

Most of the time, the Board adopts the recommendation of the policy committee. When the Board adopts a different position, staff will notify the committee members of the reason for the different position.

Some issues cut across more than one committee. When this occurs, staff will coordinate and bring a bill to more than one committee for review and recommendation. The recommendations are then forwarded to the League Board and if there is a different recommendation, the League Board resolves the difference.

Role of the Committee Chair

The chair’s role is to balance the often competing needs of the membership to have a full and thoughtful discussion on the issues within the very real time constraint. The chair will often limit debate – either in the number of speakers or the amount of time each speaker has – in order to ensure that we can move ahead on our agenda and cover the items included. We ask that when you make comments on issues before the committee that you be brief and concise and that you not repeat what has already been stated. Also, if you have already spoken on an issue, the chair may ask you to hold your comments until after new speakers are able to share their comments.

Committee Schedule and Process

Committees generally meet three times a year (January in Sacramento, April in Anaheim, and So. San Francisco in June), plus an abbreviated meeting at the Annual Conference (October in Long Beach) to review resolutions if any are assigned to it. (The October meeting schedule will be announced in mid-August). Meetings begin at 10:00 a.m. and conclude by 3:00 p.m. and are scheduled on Thursdays and Fridays. Please note that each policy committee will rotate which day it will occur on a yearly basis, so plan accordingly prior to submitting future applications.

Agendas/Disseminating Information

A meeting notice is emailed to committee members about a month to six weeks in advance of the meeting, containing travel and logistical information. An agenda packet is emailed at least one week before a meeting and also sent via e-mail. Highlights that summarize committee actions are prepared by staff and provided to committee members about two to three weeks after the meetings. All materials are also available on the League’s Website: www.cacities.org/polcomm.

We encourage you to visit the League’s Web site: www.cacities.org. In addition to containing committee materials, the Website contains information on the League’s priorities and a link to track individual bills and the League’s position on them. You should also subscribe to the League’s electronic newsletter CA Cities Advocate.
For meetings that are heavy in legislative review (generally in April and June), staff will try to find a balance between getting the agenda packet out early and the need to delay finalizing the agenda packet in order to include as many legislative items as possible and in their most current version. At some meetings, staff may use a supplemental agenda for last minute legislative issues. We will use e-mail as appropriate to send out late-breaking information or to gather committee input throughout the year. It is important that we have your preferred e-mail.

**How to Get an Item on the Agenda**

Because staff prepares background material in advance of the meeting, and prepares the agenda in consultation with the Chair and Vice Chair, it is difficult to add items at the last minute. In addition, the League tries to comply with the spirit of the Brown Act in its meetings. If you wish to have the committee discuss an item, you should contact staff well in advance of the meeting in order to determine the feasibility of including it on the agenda, and if so, allow staff time to prepare the appropriate background material. Because of time constraints and a full work program before the committee, it may not always be possible to respond to such requests.

**Issues Should Have Statewide Impact**

Although some of you may represent your division, your department, your affiliate organization, or simply yourself, we should all keep in mind that the League must address issues of statewide impact and interest. Thus, while an issue or bill may be of interest to your city or region, if it does not have broader, statewide implications, the League likely will not engage in that policy discussion or take a position. You should keep this in mind if you wish to suggest an item for discussion.

**Brown Act and Roberts Rules of Order**

The League tries to comply with the spirit of the Brown Act. Thus, when the committee discusses items not already on the agenda (e.g., supplemental legislative agenda), the Chair will ask for a vote of approval to add that item to the agenda. The League also follows Roberts Rules of Order and provides a brief overview of key procedural steps in Roberts Rules as they apply to committees.

**Staffing for Committee**

Each committee has a staff lobbyist assigned to it. This individual is your main point of contact for logistics or questions about the agenda. Generally, each lobbyist has a “main” committee and will remain with the committee throughout the meeting. Occasionally he/she may leave the meeting to make guest appearances in other committees to discuss issues or bills. Additional staff may also be present to support the committee’s work.

**League Partners and Other Guests**

The League Partners have the ability to appoint up to two non-voting representatives to each policy committee and are seated at the table with other committee members. In addition, city officials, other members of the League Partners Program, and interested members of the public are welcome to attend the meetings. We provide an opportunity for our League Partners and other members of the public to offer comment on items before the committee during the designated public comment period on the agenda.
Throughout the state, city leaders – urban, suburban and rural – work hard every day to improve the quality of life for their residents. To meet this commitment to our communities, city leaders come together annually and set the League of California Cities strategic priorities, to strengthen our cities as vibrant places to live, work, and play. We stand ready to work collaboratively with the Governor, the Legislature and other stakeholders to accomplish these strategic priorities in 2020.

1. **Improve the supply and affordability of housing.** Provide cities with financial tools to increase construction of housing, particularly for vulnerable populations, reform state regulatory barriers, and ensure cities retain flexibility based on the size, geography, demographics, impact mitigation and land use needs of each community.

2. **Advocate for increased funding and resources to prevent homelessness and assist individuals experiencing homelessness.** Secure additional resources and flexibility to provide navigation assistance, emergency shelters and permanent supportive housing and strengthen partnerships with stakeholders to ensure mental health, substance abuse treatment, and wraparound services are available for adults and youth at risk of – or already experiencing – homelessness in our communities.

3. **Address cities’ fiscal sustainability to deliver essential services and meet pension obligations.** Raise awareness among stakeholders about the fiscal challenges cities face and work collaboratively to secure new revenue tools and flexible prudent policies to ensure cities are able to provide essential services to their residents while maintaining their ability to meet pension obligations.

4. **Strengthen community and disaster preparedness, public safety, and resiliency.** Improve community resiliency to disasters and environmental threats, and strengthen infrastructure stability and control, through expanding partnerships, including state and federal agencies, and securing additional resources and support for climate change adaptation, planning, preparedness, response, recovery, and sustainability in our cities.

5. **Address public safety concerns of California cities.**
   - Reform recently enacted criminal justice laws — enacted by both statute and initiative — that have eroded public safety protections of California residents through the passage of the Police Chiefs/Grocer’s-sponsored criminal justice reform measure eligible for the November 2020 state ballot, or by equivalent reforms achieved through legislative action.
   - Protect public safety by reducing access to firearms by the mentally ill.
   - Support additional tools and resources to address critical community challenges such as homelessness, mental health, domestic violence, drug rehabilitation, human trafficking and workforce development for ex-offender reentry.
Governor Newsom issued Executive Order N-14-19 in June 2019 calling for the creation of a Master Plan for Aging (MPA) that can serve as a blueprint for state government, local government, private sector, and philanthropy to promote healthy aging and prepare for coming demographic changes. The executive order states:

- The California Health and Human Services Agency (CHHS) shall convene a Cabinet Workgroup for Aging to develop and issue the MPA by October 1, 2020. The MPA shall include key data indicators, with 10-year targets, to support the implementation of the MPA. The MPA shall include recommendations to better coordinate programs and services to serve older adults, families, and caregivers.
- A Stakeholder Advisory Committee and two subcommittees — Research and Long-Term Services and Supports (LTSS) — also shall be convened by CHHS. The LTSS Subcommittee shall submit a report to the Governor by March 2020.

**Plan Framework**

**Vision:** California for all across the life span

**Mission:** A person-centered, data-driven, ten-year California Master Plan for Aging by October 1, 2020, including a state plan, local blueprint, data dashboard, and best practice toolkit

**Values:**
- Choices — meaning access, quality, and autonomy
- Equity — addressing cumulative disparities due to age, disability, geography, income, race, ethnicity, immigration status, language, religion, sex, gender identity, sexual orientation, and family status
- Dignity and disruption of age-bias, able-ism, and discrimination
- Inclusion and accessibility for all older adults and people with disabilities
- Innovation and evidence-informed practice
- Partnerships among local, state, and federal governments, philanthropy, and private sectors

**Goals for All Californians:**
1. Services & Supports. We will live where we choose as we age and have the support we and our families need to do so.
2. Livable Communities & Purpose. We will live in and be engaged in communities that are age-friendly, dementia-friendly, and disability-friendly.
3. Health & Well-Being. We will live in communities and have access to services and care that optimize health and quality of life.
4. Economic Security & Safety. We will have economic security and be safe from abuse, neglect, exploitation, natural disasters and emergencies throughout our lives.

*See framework document for objectives and growing recommendations
Meet Ruth

“If I stayed home, I probably would have only eaten breakfast or maybe dinner, and would be isolated and lonely, but with the Center’s nutrition and transportation programs, I’m able to get a ride, eat a nutritious lunch, and have great conversations with friends.”
— Ruth

*Read the full story in CDA’s Newsletter: Aging Matters

California is Aging & Diversifying

California’s population 1990 – 2050
Master Plan Development Underway

- The first meeting of the Cabinet Workgroup was on September 3, 2019; the next meeting is December 16, 2019.
- The Stakeholder Advisory Committee, named in August, met in September and November. The November meeting featured a presentation by San Diego County on their innovative “Roadmap for Aging” initiative. The group next meets in December via webinar, and in January where Los Angeles City and County’s “Purposeful Aging Initiative” will be highlighted.
- The Long-Term Services and Supports Subcommittee, named and chartered in September and November, respectively, met in October and November. The October meeting focused on information and assistance networks, and the November meeting on a public long-term care benefit. The Subcommittee next meets in December and will focus on all home- and community-based services, including In-Home Supportive Services. A report is due from the Subcommittee to the Administration in March 2020. This Subcommittee will also advise on Goal 1: Services & Supports.
- The Research Subcommittee, named and chartered in October, met in October, and featured presentations on Data Dashboards from the Department of Public Health, as well as data sources, such as healthcare data and health professions shortage areas from the Office of Statewide Health Planning and Development. The Subcommittee next meets in December and will focus on equity and long-term services and supports.
- New: A series of interactive “Webinar Wednesdays” will begin in January to allow groups and individuals statewide to engage and provide recommendations to help inform the MPA, specifically around Goal 2: Livable Communities & Purpose, Goal 3: Health & Well-being, and Goal 4: Economic Security & Safety.

Together We EngAGE

- On-Line: To date, the Together We EngAGE website has received over 1,100 comments. There has also been high Twitter and Facebook engagement around #MasterPlanforAging, #CaliforniaForAll, #AgeFriendlyCA.
- In Communities: CHHS and CDA leadership continue to attend and participate in a variety of aging-related events with community groups and legislators throughout the state, including a roundtable in Bakersfield in September and events planned for December in San Diego and in Grass Valley.
- New: Call for all Initial Recommendations by Friday, December 13 via website/email/mail, to help inform the March LTSS report and all MPA meeting agendas and speakers. Recommendations will continue to be welcome after December 13.

Collaboration and Coordination

The work of developing the MPA is being conducted in close collaboration with a wide array of partners and stakeholders, including the disability community, labor, philanthropy, academia, healthcare providers and plans, employers, and foundations. Key government partners include the Governor’s Task Force on Alzheimer’s Prevention and Preparedness, the Department of Health Care Services’ California Advancing and Innovating Medi-Cal (CalAIM) initiative, the California Commission on Aging, the Olmstead Advisory Committee, the Alzheimer’s Disease and Related Disorders Advisory Committee, Tribal governments, and others.
Legislative Partnership

The Governor signed four bills advancing the MPA in fall 2019:

- **AB 1118 (Rubio)** Requires the Secretary of CHHS to consider applying to join the AARP Network of Age-Friendly States and Communities on behalf of the State of California in developing the MPA.
- **AB 1287 (Nazarian)** Requires the MPA to consider the efficacy of utilizing a No Wrong Door (NWD) system for assessing older adults, people with disabilities, and caregivers in obtaining information and referrals to services and supports.
- **SB 228 (Jackson)** Requires the Secretary of CHHS, in coordination with the Director of CDA, to lead the development and implementation of the MPA and work with state agencies to identify policies, efficiencies, and strategies necessary to implement the MPA.
- **SB 453 (Hurtado)** Requires CDA, in consultation with the Aging and Disability Resource Connection (ADRC) Advisory Committee, to develop a core model of ADRC best practices and develop a plan for and implement a phased statewide No Wrong Door system.

Transforming CDA

Strategic planning is underway to build a 21st century CDA that can lead and coordinate successful implementation of the MPA.

Looking Ahead

- **Winter & Spring 2020**: Recommendations continue to be gathered across the breadth and depth of aging and disability communities for person-centered policies, data indicators, and evidence-informed programs via:
  - Stakeholder Advisory Committee, Long-Term Services and Supports Subcommittee and Research Subcommittee
  - Webinar Wednesdays
  - Community events
  - Recommendations received via website/email/mail
- **March 2020**: Long-Term Services and Supports Subcommittee report due from Stakeholder Advisory Committee to Governor.
- **Summer 2020**: Final input received and draft deliverables reviewed by Stakeholder Advisory Committee and Cabinet Workgroup.
- **October 2020**: Master Plan for Aging issued by Administration. Implementation begins.

Contact Us

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SUMMARY OF EXISTING POLICIES AND GUIDING PRINCIPLES
2020 DRAFT

Every two years, the League updates its “summary of Existing Policies and Guiding Principles” to reflect new League policy adopted during the past two years. The purpose of this update is not to develop new League policy or revisit existing League policy. The document provided indicates new policy adopted during the past two years in bold underlining or bold strikeouts. This is new policy that has been adopted through Annual Conference Resolutions, League positions on bills approved by the League Board of Directors, or broad League policy approved by the League Board of Directors over the last two years.

Committee members should review the proposed update and consider whether it accurately reflects the actions taken by the policy committee (and League Board) over the last two years, and whether there are any missing policy items or errors in describing policy. Committee members who wish to propose new League policy or to revisit existing League policy should suggest that the issue be placed on an agenda for a future policy committee meeting, as opposed to attempting to modify the policy through this update.

Community Services

Scope of Responsibility

The Committee on Community Services reviews issues related to childcare, parks and recreation, libraries, cultural arts and community and human services programs.

Summary of Existing Policy and Guiding Principles

Animals

The League supports legislation to prevent a person or animal shelter from selling, giving or otherwise transferring living animals to research facilities or animal dealers.

Arts, Cultural Resources, Historic Preservation and Activities

The League supports continued state funding that recognizes the important role of local arts activities and historic preservation in community life and how these cultural activities affect the social health and economic vitality of cities.

Child Care

The League supports the creation of more affordable, innovative and quality parks and recreation and child care options for parents and concurrently encourages adherence to strict regulations and guidelines.

Children
The League believes that the children of California must be recognized as our state’s most valuable resource. Their development, education and well-being are key to our state’s future. Further, it is essential that each child have the support needed to become a productive citizen in the world of the 21st Century. This involves supporting diverse before-and-after-school programs and creating stronger linkages between municipal services and school-based job training programs in order to produce more job placement opportunities.

The League promotes the development of a cooperative program with the goal to increase enrollment of California’s children in the Healthy Families Program.

The League encourages cities to promote anti-bullying efforts across California as well as provide education and awareness to the general public about the imminent health and safety concerns for bullied children, especially those with special needs.

**Park Bond Funds**

The League believes that any statewide park bond measure should include a component that provides per capita grants to cities and counties. The League opposes tying local eligibility for grant funds to non-park related issues, such as rent control or housing element status.

**Public Parks/Recreational Facilities**

While the State of California studies the use of crumb rubber in synthetic turf and playground surfaces, the League opposes legislation that requires cities to undertake specific actions before installation can occur.

The League supports requiring public pools to provide Automated External Defibrillator (AED) during pool operations.

**Public Libraries**

The League supports full funding of the Public Library Fund so that the State of California can fully fund its share of the program, understanding how libraries play an integral role in building and sustaining our communities. (Additional library-related policy is included in “Restructuring California’s Public Library Services,” the report of a joint task force co-sponsored by the League, CSAC, California Library Association and the California Association of Library Trustees and Commissioners.)

The League opposes legislation that requires public libraries to install and maintain computer software for use on computers in the library that prohibits access to obscene material to minors and other library patrons. The League believes that this issue is more appropriately addressed at the local level, in ways that meet local circumstances, and thus is an issue of local control.

**Seniors**
The League encourages cities to recognize seniors as a valuable state resource and to develop and improve intergenerational programs and activities. The League supports legislation that would provide funding for side-by-side day care facilities for California’s youth, adults and seniors.

**Healthy Cities**

The League encourages California cities to help parents make healthy family choices; create healthy schools; provide access to healthy and affordable foods; and adopt city design and planning principles that promote physical activity.

The League encourages cities to involve youth, especially middle and high school students, with city health-related programs.

The League encourages cities to address the needs of an aging population through local and statewide planning, education and conference programming.

The League encourages cities to establish their own rules and regulations pertaining to community recreational activities.

**Natural Disaster Preparation**

The League supports additional funding for local agencies to recoup the costs associated with fire safety in the community and timely mutual aid reimbursement for disaster response services in other jurisdictions. The League also supports additional funding for local agencies to preposition “emergency response” personnel and equipment as well as coordinate notification systems with local and state agencies.

The League supports measures that provide resources for local governments to coordinate services to assist displaced residents and communities recover from wildfires, earthquakes and other natural disasters.

**Smoking and Tobacco Control**

The League supports legislation that establishes a statewide smoking and tobacco control standard that includes electronic cigarettes and vapor products, as long as such legislation does not preempt the ability of cities and counties to enact local laws that are stronger than the statewide standard or to regulate in areas not covered in the statewide standard. The League opposes legislation that would restrict such local authority.

The League supports legislation that limits the ability of minors to obtain tobacco and tobacco products, including electronic cigarettes and vapor products.

The League supports and advocates that all 480 California cities be equitably included in the distribution of moneys that the state receives from the Tobacco Settlement Memorandum of Understanding, and believes that the moneys received by counties should benefit all cities within the county and that cities have input into the decision-making process.
The League supports legislation that requires tobacco retailers to obtain a state-issued license to sell tobacco products, as long as the legislation does not restrict or preempt the ability of cities to enact and enforce their own retail licensing programs and to enforce the state-wide licensing program. The League also supports legislation designed to restrict the sale of illegal, counterfeit tobacco products.

Note: The League will review new legislation to determine how it relates to existing League policies and guiding principles. In addition, because this document is updated every two years to include policies and guiding principles adopted by the League during the previous two years, there may be new, evolving policies under consideration or adopted by the League that are not reflected in the current version of this document. However, all policies adopted by the League Board of Directors or the League’s General Assembly become League policy and are binding on the League, regardless of when they are adopted and whether they appear in the current version of “Summary of Existing Policies and Guiding Principles.”
Community Services Policy Committee  
2020 Work Plan

Each year the Community Services policy committee adopts a work plan that outlines what speakers and policy items the committee would like to focus on in addition to the League’s strategic priorities. The speakers and policy items are based off the Community Services policy committee’s jurisdiction, which include children and childcare; parks and recreation; libraries; cultural arts and community; and human services programs. A complete summary of the Community Services policy principals can be found here. Additionally, included in this packet is the work plan from last year for the committee’s reference.

In order to facilitate the creation of this year’s work plan, we are asking each policy committee member to identify three issues the CS policy committee should focus on in 2020, with brief reason why. The work plan typically includes only three to four items as we only have two policy committee meetings to carry out the work plan. Please come prepared to share your top three important CS issues with the committee to help develop the work plan.

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**COMMITTEE ON COMMUNITY SERVICES**

**2019 Work Program**

**2019 LEAGUE OF CITIES STRATEGIC GOALS**  The Committee will work to support the 2019 strategic goals adopted by the League Board of Directors. The 2019 strategic goals include:

1. **Provide Cities Additional Funding and Tools and Preserve Local Authority to Address Housing Production, Affordability and Homelessness Challenges.**
   - Provide additional funding and preserve local mitigation fee authority to ensure cities have sufficient resources to update local plans that reflect community input, improve and expand local infrastructure, address environmental impacts and deliver services to support new housing development.
   - Restore a robust form of tax increment financing to advance transit-oriented development, build affordable and workforce housing, improve jobs/housing balances, and revitalize local neighborhoods and communities.
   - Increase resources to provide emergency shelter, alcohol and drug treatment, housing, mental health and other wrap-around services and facilities to assist people of all ages, including seniors, experiencing homelessness.
   - Provide CEQA streamlining to expedite housing construction.
   - Ensure the availability of adequate water supplies to support new growth.
   - Preserve local authority to ensure housing development is consistent with local housing elements, design requirements and other applicable criteria adopted with community input.
   - Given California’s massive identified deficit in affordable housing, the Legislature and Governor should set aside a substantial amount of the state’s budget surplus to support additional affordable and workforce housing construction and expand skilled workforce training.

2. **Improve Disaster Preparedness, Recovery and Climate Resiliency.**
   - Provide resources to cities and expand partnerships to better prepare for and recover from wildfires, seismic events, erosion, mudslides and other disasters.
   - Improve community preparedness and resiliency to respond to climate-related, natural and man-made disasters.

3. **Promote Sustainability of Public Pension and Retirement Health Benefits.**
   - Continue to work with employee organizations, CalPERS, the Administration and the Legislature to drive public awareness of the fiscal challenges cities face as a direct result of growing unfunded pension liabilities and retirement health benefits.
   - Work collaboratively to achieve meaningful options and flexibility for cities to address these challenges in order to stabilize local budgets and ensure sufficient funding remains available to provide services to communities.

4. **Address Public Safety Concerns of California Cities.**
   - Reform recently enacted criminal justice laws — enacted by both statute and initiative — that have eroded public safety protections of California residents through the passage of the Police Chiefs/Grocer’s-sponsored criminal justice reform measure eligible for the November 2020 state ballot, or by equivalent reforms achieved through legislative action.
• Protect public safety by reducing access to firearms for the mentally ill.
• Protect existing city authority to deliver local emergency services.
• Support additional tools and resources to address critical community challenges such as homelessness, mental health, domestic violence, drug rehabilitation, human trafficking and workforce development for ex-offender reentry.

Additionally, the committee will look at the following issues during the 2019 year:
• Homelessness, including vulnerable populations, causes of poverty, services and outreach;
• Library vitality and services;
• Emergency/disaster prevention and preparedness; and
• Stages of life services, including transitional stages for children, foster youth, and seniors.
**AB 740 (Burke D) Property insurance: fire hazard severity zones.**

The California FAIR Plan Association is a joint reinsurance association formed by state insurers licensed to write and engaged in writing basic property insurance within this state to assist persons in securing basic property insurance and to formulate and administer a program and FAIR Plan for the equitable apportionment among insurers of basic property insurance. Existing law requires each insurer to participate in the writings, expenses, and profits and losses of the association in the proportion that its premiums written bear to the aggregate premiums written by all insurers in the program, as specified, but requires the plan to provide for a method for insurers who voluntarily write basic property insurance on risks located in areas designated as brush hazard areas to be proportionately relieved of the liability to participate in the plan. This bill would add to the insurers that are proportionately relieved of the liability to participate in the FAIR Plan those voluntarily writing basic property insurance on risks in high or very high fire hazard severity zones, as determined and mapped by the Department of Forestry and Fire Protection.

**League Position:** Watch  
**Primary Lobbyist:** Dolfie, Derek  
**Policy Committee:** CS

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**AB 764 (Bonta D) Sugar-sweetened beverages: nonsale distribution incentives.**

Would regulate promotion and marketing activities related to sugar-sweetened beverages, as defined, by prohibiting a beverage company, as defined, manufacturer, or distributor, as defined, from giving or offering incentives or other financial support to compensate distributors or retailers for the cost of promotional offers, coupons, or other incentives offered to consumers for branded products of the beverage company. The bill would exempt from that prohibition contracts between a beverage company, manufacturer, or distributor and a theme or amusement park, zoo, other attraction, or professional sports stadium that include nonfood promotions.

**League Position:** Watch  
**Primary Lobbyist:** Dolfie, Derek  
**Policy Committee:** CS

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**AB 823  (Arambula D)  Developmental services.**
Current law requires the State Department of Developmental Services, when approving regional center contracts, to ensure that regional center staffing patterns demonstrate that direct service coordination is the highest priority. Under current law, as a component of its contract with the department, a regional center is required to have, or contract for, certain services, including staffing arrangements related to the delivery of services that the department determines are necessary to ensure maximum cost-effectiveness and to ensure that the service needs of consumers and families are met. This bill would additionally require a regional center to contract for mobile crisis services assist consumers in remaining in, or returning to, the community.

**League Position:** Watch  **Primary Lobbyist:** Dolfie, Derek  **Policy Committee:** CS

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**AB 1639  (Gray D)  Tobacco products.**
The Stop Tobacco Access to Kids Enforcement (STAKE) Act, prohibits a person from selling or otherwise furnishing tobacco products, as defined, to a person under 21 years of age. The STAKE Act requires a person engaged in the retail sale of tobacco products to check the identification of a tobacco purchaser to establish the purchaser’s age if the purchaser reasonably appears to be under 21 years of age. This bill would, among other things, require a person engaged in the retail sale of tobacco products to use age verification software or an age verification device to establish the age of a tobacco purchaser.

**League Position:** Watch  **Primary Lobbyist:** Harvey, Charles  **Policy Committee:** PS

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**AB 1855  (Frazier D)  Residential care facilities for the elderly: emergency and disaster plan.**
Would require, by July 1, 2022, the State Department of Social Services, the Office of Emergency Services, and the Department of Technology, in partnership with the private sector, to develop and implement a secure online emergency management database with an emergency disaster technology tool to be maintained by the department and accessible by emergency response personnel, and would require licensed residential care facilities for the elderly to upload their emergency and disaster plans to the database by July 1, 2023.

**League Position:** Watch  **Primary Lobbyist:** Dolfie, Derek  **Policy Committee:** CS

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SB 596  (Stern  D)  In-home supportive services: additional higher energy allowance.

Would require a county human services agency to inform each applicant for benefits under the IHSS program that the applicant may be eligible to receive that higher energy allowance and any advanced notifications that may be provided by a utility in an emergency. By creating additional duties for counties, this bill would impose a state-mandated local program. The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement. This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

League Position:  Watch  
Primary Lobbyist:  Dolfie, Derek  
Policy Committee:  CS

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SB 793  (Hill  D)  Flavored tobacco products.

Would prohibit a tobacco retailer from selling, offering for sale, or possessing with the intent to sell or offer for sale, a flavored tobacco product, as defined. The bill would make a violation of this prohibition an infraction punishable by a fine of $250 for each violation. The bill would state the intent of the Legislature that these provisions not be construed to preempt or prohibit the adoption and implementation of local ordinances related to the prohibition on the sale of flavored tobacco products. The bill would state that its provisions are severable.

League Position:  Watch  
Primary Lobbyist:  Dolfie, Derek  
Policy Committee:  CS

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