

**CALIFORNIA  
GOVERNOR'S MILITARY COUNCIL  
ORGANIZATIONAL BYLAWS**

**May 17, 2016**

## **Article I - Name**

The name of this organization shall be the Governor's Military Council, hereinafter referred to as the "Council."

## **Article II - Purpose and Functions**

### **Section 1: Purpose**

The Council's purpose shall be to retain military installations and operations within this state that are necessary for the defense of the nation. To further this purpose, the Council shall work to expand California's role in national defense and security, ensure the relevance, retention and longevity of the military's installations and operations in California, and support military leaders, service personnel, veterans and their families, and the defense industrial base located in California.

Activities in furtherance of this purpose will take place in accordance with California Military and Veterans Code, Chapter 1, Division 1, Section 59, and the Council's establishment on March 3, 2013 by Governor Edmund G. Brown Jr.

### **Section 2: Functions**

The Military Council will advance its purpose by performing the following functions:

- a. Articulate the unique value of California's military bases, national security installations, defense companies and workforce to policy makers and the general public.
- b. Improve the operating environment for military bases, national security operations, veterans and their families, and the defense industrial base, including small businesses and educational and research facilities in the state, serving as a primary point of contact on behalf of the state of California for these activities.
- c. Identify important policy decisions that federal, state and local governments can make to strengthen military/national security functions in California.
- d. Empower local military base support organizations throughout the state that are supporting installations.
- e. Advise and report to the Governor and Legislature on strategic actions to accomplish the Council's purpose.
- f. Any other duties as to perform the Council's purpose or as directed by the Governor.

The Council shall serve as a primary point of contact for State government to military installation commanders, civilian military support organizations, and other key stakeholders advancing California's role in national defense and security.

## **Article III - Membership**

### **Section 1: Composition**

As prescribed by California Military and Veterans Code, Chapter 1, Division 1, Section 59, “The council shall include, but not be limited to, bipartisan representatives from both houses of the Legislature.” The Council shall also include retired military personnel with leadership experience at California installations and other individuals with relevant experience shall be appointed to the Council. The Adjutant General of California, the Secretary of California Department of Veterans Affairs and Director of Governor’s Office of Business and Economic Development shall also serve on this Council.

The Director of the Governor’s Office of Planning and Research shall serve in an adjunct position to serve in an advisory capacity.

Appointments to the Council are made by the Governor.

### **Section 2: Term of Office**

Members of the Council, including those nominated by the Legislature, shall serve at the pleasure of the Governor.

### **Section 3: Vacancy.**

Recommendations to fill a vacancy shall be provided to the Governor by the Council within 30 days of the vacancy being announced. With respect to a vacancy for a representative of the Legislature, the Executive Director shall immediately notify the Senate Committee on Rules and the Speaker of the Assembly of such vacancy.

A Council member shall hold office until a successor is appointed and qualified.

### **Section 4: Conflict of Interest**

Members shall abide by the conflict of interest provisions in the Political Reform Act, and any other state conflict of interest laws.

### **Section 5: Compensation**

Members shall not receive compensation for serving on the Military Council: however they may be reimbursed for reasonable and necessary expenses incurred in connection with the performance of their duties as a council member.

## **Section 6: Resignation**

Any member desiring to resign from the Council shall submit a letter of resignation addressed to the Governor and Chair of the Council.

## **Article IV -Officers and Staff**

### **Section 1: Officers.**

The Officers of the Council shall be a Chair, Vice-Chair, as appointed by the Governor. The Chair and Vice-Chair shall perform the duties of their respective offices, and such other duties as may be approved by the Council. Other officers shall be elected by a 2/3 vote as deemed necessary by the Council, such as a Chair or Vice-chair of a committee created by the Council.

### **Section 2: Election and Term of Office**

Each officer shall be elected by a majority vote of the full current membership of the Military Council, and shall serve a term of two (2) years.

### **Section 3: Chair**

The Chair shall be appointed by the Governor, and shall preside at all meetings and maintain order. The Chair is authorized to call Council votes and shall be responsible for the Council's agenda, with the advice of Council staff. The Chair can serve on committees and coordinate activities as needed; works closely with the Executive Director and other Council staff as necessary; acts as the official representative and leader of the Council; is knowledgeable of Council By-Laws; and performs other duties as appropriate.

### **Section 4: Vice-Chair**

The Vice- Chair shall be appointed by the Governor, and shall preside in the absence of the Chair or whenever the position of Chair is temporarily vacated. In the case of a vacant Chair, the Vice-Chair shall assume the officer position until a permanent chair is appointed by the Governor.

### **Section 5: Staff**

The Council staff shall be led by an Executive Director. The Executive Director and Council staff shall report to the Council Chair and the Governor's Office Cabinet Secretary or his/her designee. Legal advice may be provided by the applicable legal department of the California Military Department.

## **Article V - Committees**

### **Section 1: Committees**

The Council shall appoint such committees as are necessary to the proper conduct of business, including but not limited to the following standing committees: Executive Committee, Membership Committee, External Outreach Committee, and Policy Committee. All committees shall comply with the provisions of the Bagley-Keene Open Meeting Act (Gov. Code, § 11120 et seq.).

### **Section 2: Executive Committee**

The Executive Committee shall be composed of the officers of the Council, the Adjutant General and Chair of the Membership, External Outreach and Policy Committees. The Executive Committee shall have the power to conduct business for the Council between regular meetings of the Council.

### **Section 3: Membership Committee**

This committee will identify qualified candidates to serve on the Council and forward recommendations to the full Council for approval. Once approved the Council shall recommend to the Governor a candidate be appointed to the Council.

### **Section 4: External Outreach Committee**

This committee shall conduct activities to raise the profile and increase the effectiveness of the Council to include briefing incoming commanders of military and national security installations and commands, executives of local governments and municipalities, community support organizations, defense contractors and small businesses, and any other pertinent entity on the Council mission and maintaining relationships with those entities not visited during regular Council meetings.

### **Section 5: Policy Committee**

This committee shall identify activities and issues for State and federal policy advocacy efforts that support the Council's purpose and make recommendations to the full Council for action.

### **Section 6: Special Committees**

Special Committees may be created by the Council as the need arises by a two-thirds vote.

## **Article VI - Meetings**

### **Section 1: Regular Meetings**

Regular meetings of the Council will be scheduled by the Council staff in consultation with Council members. Meetings shall be conducted on a quarterly basis and ample notification will be given to Council members and to the public in accordance with the Bagley-Keene Open Meeting Act (Gov. Code, § 11120 et seq.)

### **Section 2: Special Meetings**

Special meetings shall be called by the Chair, Adjutant General or by a vote of a majority of Council members in accordance with Government Code section 11125.4.

### **Section 3: Notice of Meetings**

Written notices shall be emailed to each member at least ten days prior to the date of each regular meeting. A copy of the agenda for the meeting will also be enclosed. Notices of special meetings shall be provided to each member at least 48 hours prior to the date of the meeting, with an explanation for the special meeting. All such notices shall be posted on the Council's website and in accordance with the Bagley-Keene Open Meeting Act.

### **Section 4: Quorum**

A simple majority of the members of the Council must be present to constitute a quorum in order to transact business for regular or special meetings.

## **Article VII - Amendments**

These By-Laws may be amended by a two-thirds vote of the Council. The Council must receive a copy of a proposed amendment for each Council member at least ten days in advance of a vote on the amendment. The Council must debate an amendment in earnest before a vote is taken.