



Board Procedure

Legal & Claims Committee
Item #7a
March 9, 2021

Metropolitan's Procedural Rules

- No formally adopted system of parliamentary procedure
- MWD Administrative Code (Div. II Admin Code)
- Chair presides over meetings
- Robert's Rules a guide

MWD Admin Code

- Not parliamentary rules
- Procedural Rules
 - Time and Place of Meetings
 - Agendas
 - Meeting Procedures
 - Board Officers
 - Selection/Election
 - Duties
 - Board Committees
 - Duties and Functions
 - Directors' Responsibilities

Chair's Rules

- Board and Committee Chairs
 - Not written
 - Preside over meetings
 - Closed session procedures
 - May re-order agenda
 - Preside over debate
 - Timely completion of meetings
 - Conclude debate
 - Parliamentary questions (may consult counsel)
 - Parliamentary rulings
 - May be overruled by a majority of the Board

Metropolitan Procedural Rules

- Violation of procedural rules not fatal to action
- Board may expressly, or by implication, overrule Board-adopted procedural rules
- Board procedural rules cannot bind future Board
- Board must comply with:
 - Substantive rules
 - State law
- Board action can change substantive rules
- Board cannot change State law

Parliamentary Motions

- Most Common Motions at Metropolitan
 - Motion to approve
 - Motion/Request to amend
 - Substitute Motion
 - Motion to delay/defer
 - Call the question

Parliamentary Rules at Other Agencies

60 Agencies Surveyed

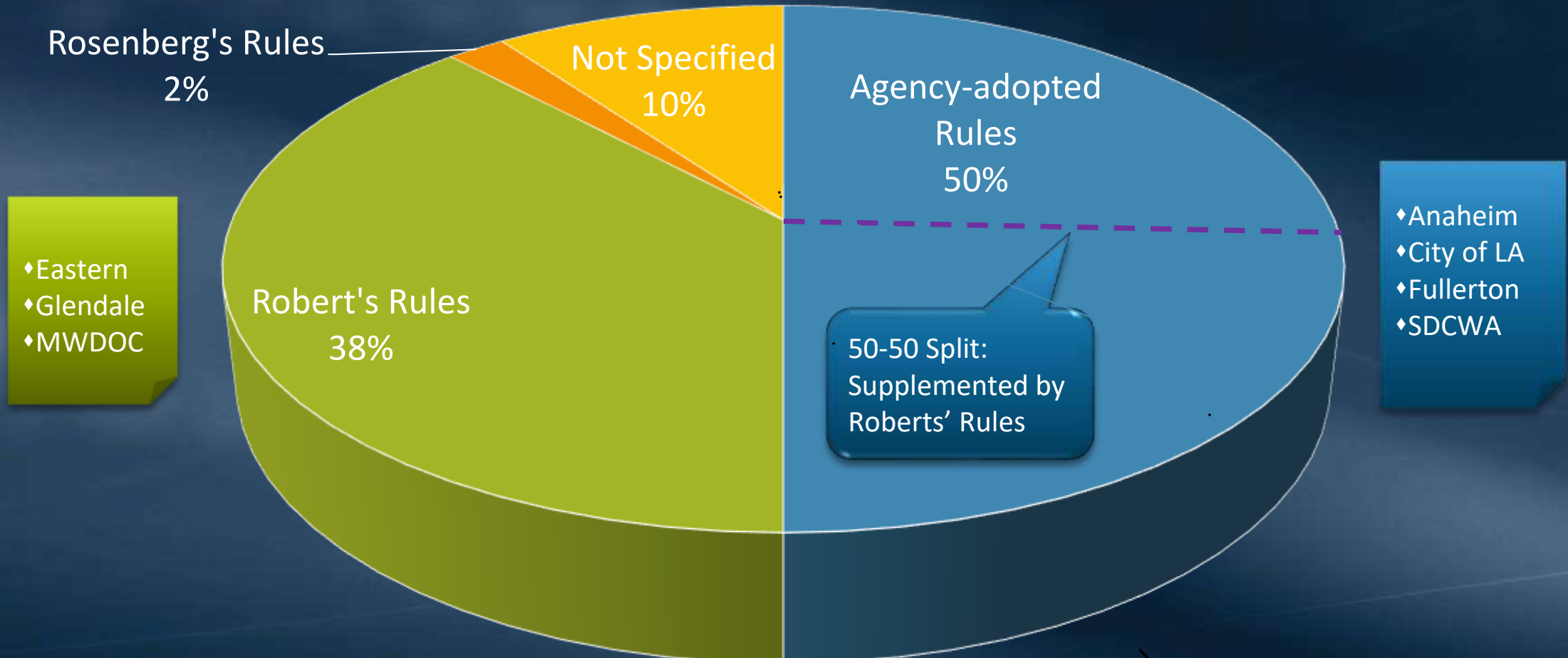
- 26 Member Agencies; 17 Other Water Agencies; 11 Cities & Counties; 6 Other Large Agencies
- Results:
 - 50% Agency-adopted Rules:
 - Anaheim
 - City of Los Angeles
 - Fullerton
 - SDCWA

50/50 split: agency rules supplemented by Robert's Rules
 - 38% Robert's Rules:
 - Eastern
 - Glendale
 - MWDOC
 - 2% Rosenberg's Rules
 - 10% Not Specified

Parliamentary Rules at Other Agencies

60 Agencies Surveyed

[26 Member Agencies; 17 Other Water Agencies; 11 Cities/Counties;
6 Other Large Agencies]



Options for Board Consideration

- Current Rules:
 - Agency adopted with Robert's Rules as a guide
- Formally adopt Robert's Rules for conduct of meetings
- Metropolitan-specific parliamentary rules
- Adopt Rosenberg's or other parliamentary rules

