

Voting Member Block Bylaws

As amended on August 13, 2025

Description

The Voting Member Block is balanced regionally and by sector and votes on final projects and strategies for implementation of Redwood Region RISE. More generally, the Voting Member Block provides leadership for the ongoing initiatives of Redwood Region RISE. It is the governing body of this effort.

Membership

The Voting Member Block is balanced regionally and accounts for all eleven State-Required Partner Categories and voices from Priority Communities.

Authority

The Voting Member Block was established and receives authority in accordance with the State of California's California Jobs First initiative.

Structure

The organizational structure of the Voting Member Block shall be as follows:

1. An executive committee elected by the full Voting Member Block, with seven (7) representatives, one from each county, two appointed by the Tribal Table, and one appointed by the remaining members of the Voting Block to represent the advisory equity committee.
2. The Executive Committee, supported by staff, will serve as the primary driver of the Voting Member Block's work.
3. There will be an advisory Equity Committee made up of the up to eight priority community seats and any other voting members who want to opt-in.
4. The Voting Member Block may appoint additional ad hoc advisory committees or task forces, to advance specific initiatives. (These groups are opt-in so that any voting member can join one or more committees by volunteering. Ad hoc committees of the Voting Member Block may include other participants in Redwood Region RISE, or community members whose backgrounds and expertise would prove helpful to achieving the purposes of the ad hoc committee.)
5. All final decisions to be made (voted on) by the full Voting Member Block.
6. Each Voting Block Member has one vote. A designated alternate may serve in their place and hold full voting authority while serving—but the entity they represent still only receives one vote in total.

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7. Meetings of the executive committee will be chaired on a rotating, quarterly basis. The person(s) who is/are chair during a quarter will also chair any full Voting Member Block meetings that occur during that quarter.

Term of Office

Voting Members serve an initial term of two years. Members may be reappointed for additional two-year terms, as determined appropriate by the Voting Member Block.

Executive Committee members serve for a term of one year. Executive Committee members may be reappointed for additional terms, as determined appropriate by the Voting Member Block.

Meetings

1. **Regular Meetings:** The Voting Member Block shall hold a maximum of 12 monthly, regular meetings per year, at such time and place as shall be agreed upon by the Voting Member Block.
2. **Special Meetings:** The Voting Member Block may hold special meetings as shall be required from time to time. Special meetings shall be called by the Chair. Special meetings are effective for the transaction of business only if each member is provided notice at least 48 hours in advance of the special meeting. All notices of a special meeting must describe the topics to be addressed at the special meeting.
3. **Quorum:** A quorum shall consist of 40% of the Voting Member Block. Alternates may be counted in determining the presence of a quorum and shall have a vote on any business to come before the Voting Member Block.
4. **Actions:** To be valid, any action taken at a regular or special meeting must be approved by a majority of the members who are present and voting, and only if a quorum is present.
5. **Use of technology platforms:** Meetings may be held in person, on a video meeting platform, or in combination provided that all members can speak and hear one another.
6. **Rules of Order:** Meetings will be governed by Rosenberg's Rules of Order. (www.cacities.org/UploadedFiles/LeagueInternet/77/77d4ee2b-c0bc-4ec2-881b-42ccdbbe73c9.pdf)

Conflicts of Interest

Voting Block Members and alternates must (a) disclose any conflict/potential conflict, and (b) not participate in discussing or voting on any matter in which he or she has a conflict.

1. Conflicts of interest are defined as, but potentially not limited to, financial interests of the member or his/her family*, close friends, and organizations with which the member has a close affiliation including, but not limited to, serving as a board member, staff member, or consultant. Situations such as knowing the people involved in a project, writing a letter of support, or representing the geographic area or tribal affiliation of a proposed project are not, of themselves, enough to constitute a conflict of interest.
2. To the extent possible, members and alternates should avoid the appearance of conflicts of interest, even when an actual conflict of interest does not exist.
3. When in doubt, members and alternates are to raise the issue with the chair, who will provide guidance.
4. In situations where it has been determined that there is a conflict of interest, the Voting Block Member or alternate will:
 - a. Fully disclose the existence and nature of the conflicting financial interest to the RRRISE Committee or Working Group on which they participate and the Regional Convener and have it noted in official meeting minutes and RRRISE Collaborative records;
 - b. Recuse themselves from making, participating in making, or in any way attempting to use their position to influence a decision on the matter;
 - c. Physically leave the meeting during any discussion or deliberations of the matter and not return until disposition of the matter is concluded; for electronic meetings, it shall be sufficient to silence ones video and audio except as to any closed sessions, when it shall be necessary to leave the electronic meeting; and
 - d. Not cast a vote upon any matter concerning the interest creating the conflict or be counted for purposes of a quorum.

The conflict and reason will be recorded in the meeting minutes.

5. When it comes to funding allocations, conflict of interest considerations become more acute. Decisions should be guided solely by the interests of the RRRISE Collaborative and not by personal or private financial interests.
 - a. A Voting Block Member or alternate (covered person) shall not make, participate in making, or in any way try to use their position to influence

- a decision in which they know or have reason to know they or a family member have a financial interest.
- b. Financial interest means any financial interest regardless of the dollar amount and includes aiming to achieve a financial gain or avoid a financial loss.
- c. The financial interest may be direct or indirect and includes any monetary or proprietary benefit or gain, or the possibility of monetary or proprietary benefits, and includes expectations of economic benefit. Certainty of financial gain is not necessary to create a conflict of interest.
- i. The financial interest is direct when a covered person, in their official capacity, does business with themselves in their private capacity.
 - ii. The financial interest is indirect if the covered person participates in a decision concerning an individual, business, entity, or organization and because of the relationship between them, the individual, business, entity, or organization is in a position to render actual or potential monetary or other benefits to the covered person based on that decision different from the benefits to residents of our region generally.

If there is a chance of a conflict as defined above, please refer to the full conflict of interest policy [here](#).

* Family members include an individual's spouse, domestic partner, parents, stepparents, grandparents, siblings, step siblings, children, stepchildren, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, sons-in-law, and daughters-in-law.

Resignation or Removal of Members

Resignation: Members and alternatives are permitted to resign from the Voting Member Block. The Chair must report to the Voting Block Members any voluntary vacancy within one week of receiving notice of it. The Chair also will request a new member appointment by the appropriate appointing authority to fill the unexpired term of the former member or alternate.

Removal: In the event that any member of the Voting Member Block shall absent themselves from three (3) consecutive regular meetings of the Block without showing

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good cause to the Chair, at the fourth such consecutive regular meeting from which they are absent, their office shall automatically become vacant. Within one week of such a vacancy, the Chair will report the vacancy to the appropriate appointing authority, which shall appoint another member for the unexpired term of the former member.

Replacement:

1. For vacancies, staff will take the lead working with the Voting Block Members. For the priority community seats, the equity committee will advise and recommend members to fill those seats.
2. The full Voting Member Block will appoint new members.
3. All Voting Members and alternates must submit a completed and signed Partnership Agreement Form and Data Collection & Payment Form.

Amendments of this document

These Voting Member Block Procedures may be amended by a 60% vote of the Voting Member Block, following the establishment of a quorum and following Rosenberg’s Rules of Order. Bylaw amendments may be proposed and adopted in the same meeting.

Relationship to other tables and working groups

The Voting Block will oversee all other Redwood Region RISE tables, working groups, and advisory bodies. The Voting Block will approve the membership of these bodies and will also have the power to remove members, eliminate or alter such bodies, or reconstitute them.

All Redwood Region RISE tables, working groups, and advisory bodies will use the Voting Member Block bylaws for decision-making purposes, with the option to make amendments as needed, subject to the approval of the Voting Member Block.

The Voting Block serves as the governing body for Redwood Region RISE. All other bodies are advisory.

Disclaimer

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Participation in the Redwood Region RISE Voting Block or other advisory body is voluntary. The views and actions of participants in these bodies do not reflect those of the Convening Team, which is providing backbone support for the initiative.