

SOUTHWEST CALIFORNIA LEGISLATIVE COUNCIL

**The Regional Business Advocacy Coalition of the
Temecula Valley Chamber of Commerce, Murrieta Chamber of Commerce, Lake Elsinore Valley Chamber of Commerce,
Menifee Valley Chamber of Commerce and Wildomar Chamber of Commerce**

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SOUTHWEST CALIFORNIA LEGISLATIVE COUNCIL (SWCLC) OPERATING PROCEDURES

I. Composition

The SWCLC board shall consist of 17 voting members, five representatives appointed by the board of directors from each of the three original founding chambers of commerce of the SWCLC, one seat appointed by the Menifee Valley Chamber of Commerce and one seat appointed by the Wildomar Chamber of Commerce. The SWCLC voting membership shall be a general representative makeup of the total five chambers and a balance of industry representation throughout the region.

The Chair position shall be assigned to one chamber for a one year term rotating thereafter each year among the three original chambers.

SWCLC board members shall serve a one (1) year term beginning January 1 and ending December 31, with no term limits.

The Chairman of the Board of Directors of the chamber responsible for the Chair position shall appoint the SWCLC Chair for that year.

The SWCLC board membership is open to all Chamber members in good standing. SWCLC meetings are open to all members of the five chambers. All elected officials, or their designees, representing the region or individual cities are ex officio, nonvoting members of the SWCLC.

II. Policy Platform

Beginning in September of each year, SWCLC shall develop a policy platform consistent with SWCLC's mission statement of local, state, and federal legislative issues for the following year. The Policy Platform shall be used to track local, state and federal legislation that might have an impact on the Southwest California region. The Policy Platform shall be recommended to the Board of Directors of each chamber no later than their January meeting for discussion and approval.

III. Legislation Position Authority

Board of Directors

The Board of Directors of each chamber shall be updated each month of any legislative positions approved by SWCLC. The Board of Directors shall have the authority to excuse their chamber from any position of the SWCLC.

SWCLC Board

SWCLC board members shall have the authority on behalf of the Board of Directors of the three chambers, to approve any legislative positions of "support," "oppose" or "no position" that align with the approved policy platform consistent with SWCLC's mission statement. Decisions shall be made by a simple majority vote of the SWCLC Board of Directors.

Executive Committee of SWCLC

The SWCLC Chairman and the President/CEO of each of the original three chambers, in consultation with the Chairman of the Board of each of the original three chambers and the Director for Government Affairs shall have the authority, by a majority vote, to act on behalf of the SWCLC to approve any legislative positions of "support", "oppose" or "no position" that align with the policy platform consistent with SWCLC's mission statement.

The SWCLC shall be notified of this action within 48 hours. SWCLC shall have the authority to modify any decision of the SWCLC Chairman or President/CEO at its next scheduled meeting.

IV. Voting Membership Vacancies

Prospective SWCLC board members may apply for openings by notifying the Chair of the Board of their respective chamber. The SWCLC Chair, in consultation with the representatives of each of the five chambers, will appoint voting SWCLC board members to fill in vacancies during the year.

V. Attendance

SWCLC shall meet the third Monday of each month at noon. If a SWCLC member accumulates more than 3 unexcused absences in a row or 4 unexcused absences a year, the member loses their voting privileges.

An unexcused absence will be charged to members if notification to the SWCLC Chair is not made prior to the start of the SWCLC meeting.

VI. Minutes

Minutes will be kept of all SWCLC meetings.

VII. Quorum

A quorum shall consist of 9 voting members in attendance at any regularly scheduled meeting.

VIII. Amendments

The authority to modify and approve the SWCLC Operating Procedures shall be vested in the Board of Directors of each of the original three chambers.