

# **Amador County Fair Junior Livestock Advisory Committee (JLAC)**

## **PURPOSE**

The Amador County Fair (ACF) Junior Livestock Advisory Committee (JLAC) identifies and reviews issues that affect the Amador County Fair Livestock and Agricultural Mechanics (Ag Mech.) shows and sales. The JLAC is a recommending body for the ACF Chief Executive Officer (CEO) and Board of Directors (Board).

## **RESPONSIBILITIES**

- Reviews existing and proposed livestock-related fair rules and policies (premium book), handbooks, procedures and practices to ensure compliance with California Department of Food and Agriculture (CDFA), Fairs and Expositions Branch (F&E), State Rules for California Fairs, and other governing documents.
- Promotes information sharing between the JLAC, CEO, Board, Fair Entry Office and livestock show and sale stakeholders.
- Provides an avenue for livestock stakeholders to forward Livestock and Ag Mech. matters and proposals for review and possible recommendation for resolution or implementation to the CEO and Board.
- Assists the ACF in establishing short and long-term Livestock and Ag Mech. related goals consistent with the mission of the Fair.
- Develops Livestock and Ag Mech. policy/procedure for CEO and Board approval.
- Recommends judges for all shows under responsibility area.
- Assist with and help coordinate Livestock and Ag Mech. sales.
- Research Livestock/Fair Management technologies and systems for CEO and Board approval.
- Participates in the development and/or revisions of new and existing Livestock and Ag Mech. forms, in coordination with the CEO and Board.
- Promotes ACF Livestock and Ag Mech. shows and sales through outreach.

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## MEMBERSHIP

The JLAC is comprised of the following twelve (12) voting members:

- ACF Board Representative One Position
- Livestock Superintendent One Position
- Livestock Secretary One Position
- Fur and Feathers Superintendent/Secretary One Position
- 4-H Management Board Representative One Position
- FFA Association Ag Advisor One Position
- Jr./Youth Grange Leader Representative One Position
- At Large Member Representative One Position
- Beef Species Representative One Position
- Goat Species Representative One Position
- Lamb Species Representative One Position
- Swine Species Representative One Position

All members will serve on the JLAC in staggered terms. Interested livestock stakeholders wishing to serve on the JLAC as a voting member can submit an Interest Form for consideration or can nominate a person for the position. If nominated, the nominee must accept the nomination before voting occurs. Voting membership will be chosen by the general membership in attendance at the meeting. Interest Forms for JLAC participation will be available on the Fair website.

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Voting members will have terms of “office”, apart from standing members. After the initial term, every voting member will serve a two (2) year term.

If an existing voting member wishes to serve past their term, they must be voted into the position again.

## Initial Terms of “Office”

|  |   |
|--|---|
| ACF Board Representative:                  | Standing member appointed by the Fair Board |
| Livestock Superintendent                   | Standing member                             |
| Livestock Secretary:                       | Standing member                             |
| Fur and Feathers Superintendent/Secretary: | Standing member                             |
| 4-H Management Board Representative:       | Initial Term to expire December 2022        |
| FFA Association Ag Advisor:                | Initial Term to expire December 2022        |
| Jr./Youth Grange Leader Representative:    | Initial Term to expire December 2022        |
| At Large Member Representative:            | Initial Term to expire December 2023        |
| Beef Species Representative:               | Initial Term to expire December 2023        |
| Goat Species Representative:               | Initial Term to expire December 2023        |
| Sheep Species Representative:              | Initial Term to expire December 2023        |
| Swine Species Representative               | Initial Term to expire December 2023        |

## **COMMITTEE STRUCTURE**

The Chair is responsible for reporting to the Board at their monthly meetings and bringing forth any recommendations voted on by JLAC, including the vote breakdown. The Chair will be chosen among the voting membership annually. The Fair Board Representative will not be eligible to serve as the JLAC Chair.

The Vice Chair will serve as Chair in the JLAC Chair’s absence and will assist the Chair in the development of all agendas. The Vice Chair will be chosen among the voting membership annually.

The Secretary will be chosen among the voting membership annually. This position is responsible for ensuring all meeting notices, agendas and minutes are published/posted. This position will also be responsible for maintaining the JLAC email account and will communicate all relevant JLAC information through email distribution.

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## **PARTICIPATING STAFF**

The following areas/Fair departments will participate in JLAC meeting to provide information for their respective responsibility areas:

- ACF CEO
- Entry Department
- Technology (Fair Management/Web Design/Social Media)

## **SUBCOMMITTEES**

Subcommittees may be formed as needed by JLAC.

## **JLAC RECOMMENDATIONS**

All recommendations/decisions by JLAC will go forward to the Board by a minimum 50%+1 vote by a quorum of voting members. A quorum consists of a minimum of 7 of the 12 voting members in attendance, either in person or remotely via telecommunications. Should there be uncertainty regarding whether JLAC has authority to decide or recommend, the Chair will defer to the CEO and ACF Board Representative for determination.

## **MEETINGS**

The JLAC will meet monthly on the fourth Thursday at 6:00 pm, or more or less frequently as needed. The committee will meet in the ACF Board Room and/or remotely utilizing telecommunications. A Quorum may be reached by voting members attending remotely via telecommunications. Subcommittee meetings may be held in between monthly meetings as needed to discuss ongoing JLAC/Fair issues or special projects as identified by JLAC and/or the CEO and Board.

All interested parties are encouraged to attend. All JLAC meetings are open to the public.

## **JLAC MAILING LIST**

A JLAC email account will be created and a new meeting email distribution list will be established. Should any stakeholder or interested party want to be included in the JLAC email distribution list, please follow the instructions posted to the fair website.