



**PROBLEM-SOLVING TASK FORCE
AD HOC COMMITTEE
CHARTER
HERONS GLEN RECREATION DISTRICT**

The HGRD Board of Supervisors is establishing an ad hoc Committee for the purpose of assisting the Board, the Long-Range Planning Committee, and the General Manager in identifying solutions to unique issues that require specific thought, examination and resolutions.

The Committee shall provide recommendations for the sourcing of the resources to assist with the successful implementation, monitoring and completion of the suggested solutions. The Committee shall meet as needed. The Committee Chair shall establish meeting times, dates and locations.

Formation and General Operations:

The Problem-Solving Task Force shall consist of a minimum of five (5) members to a maximum of seven (7) members selected by the Board of Supervisors from a list of volunteers. The General Manager shall serve as an ex-officio member of the Committee. The Board shall designate a Supervisor to act as a liaison to the Committee.

Strong consideration should be given to the experience and background of volunteers before an appointment is made.

All recommendations will be delivered to the entity requesting assistance and shall also be made available to the HGRD Board for their review, support, and/or implementation as required. This Committee shall have access to HGRD resources as needed to obtain the required information to complete their mission.

The Committee shall appoint a Chair and Vice Chair/ Secretary. The Vice Chair/Secretary shall ensure that Notices of Committee meetings are posted and minutes are provided to management for posting and publishing.

Following any meetings of the Committee a report shall be submitted to the Board at their next regular workshop.

Adopted at the June 4, 2020 HGRD Board Meeting