

# El Dorado County Board of Supervisors Governance Manual Summary

## Governance Mindset

- Systems Thinking
- Strategic Focus
- Manner Matters
- Always Prepared

## The Effective Board

- Maintaining a unity of purpose
- Creating and sustaining a positive governance culture
- Governing within the role as a Board
- Governing with Protocols and Policies

## Roles

- Collectively set the direction and policy for the organization as representatives of the people

## Responsibilities

- Set the strategic direction for the County
- Establish the governance structure for the County
- Provide support to the County
- Accountability
- Community Leadership

## Governance Principles

- Govern as a team, strategically focused and mission driven.
- Make well-informed and transparent decisions.
- Be accountable to each other for the highest standards of Board performance and effectiveness.
- Establish clear roles, responsibilities and delegated decision making responsibility.
- Develop the organizational capacity and competencies of Supervisors, staff and other officials to operate effectively and fulfill the purpose of the organization.

## Protocols to facilitate Governance Leadership

<b>Unity of Purpose</b>	<b>Setting Direction</b>	<ul style="list-style-type: none"> <li>• Using Meetings as Strategic Leadership Tools</li> <li>• Board Assignments</li> <li>• Role with Advisory Bodies</li> <li>• Collaboration with other elected officials</li> <li>• Use of Board Work Study Sessions</li> </ul>
	<b>Roles and Responsibilities</b>	<ul style="list-style-type: none"> <li>• Interaction with County Staff</li> <li>• Individual Supervisor Requests for Information</li> <li>• Individual Supervisor Requests Requiring Resources</li> <li>• Role of Supervisor’s Assistants</li> </ul>
	<b>Board Operations</b>	<ul style="list-style-type: none"> <li>• Board Meeting Agenda Development</li> <li>• Agenda Item-Related Questions</li> <li>• Role of the Board Chair</li> <li>• Role of Individual Supervisors</li> <li>• Public Comment in Board Meetings</li> <li>• Bringing up new ideas—Deciding on whether to move an idea forward</li> <li>• Confidentiality</li> <li>• Self-Monitoring of Board Effectiveness</li> </ul>
<b>In the Community</b>		<ul style="list-style-type: none"> <li>• Handling Complaints from the Community</li> <li>• Reliance on majority rule, standing behind the decision of the board</li> </ul>