



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: COUNTY LEGISLATIVE POLICY	Policy Number: A-4	Page Number: 1 of 2
	Date Adopted: 09/10/1991	Effective Date: 09/10/1991

I. PURPOSE

The purpose of this policy is to support, through letters and testimony, state legislation that specifically affects El Dorado County.

II. POLICY

- A. Support is to be given officially and judiciously. Support should not be over-used, in that to the degree the county is seen as supporting virtually everything, support is subsequently devalued on critical issues. Support should be given on bills which specifically, rather than generally, affect the County.
- B. Before initiating correspondence with legislators and/or committee staff, on legislation or issues which have not been acted on by the Board of Supervisors, such correspondence should be discussed with the Chief Administrative Officer. While county personnel may offer their expertise at legislative committee hearings it should be done both sparingly, and generally on legislation/issues upon which the BOS has adopted a position.
- C. Support should generally be positive, and opposing legislation should be confined to circumstances wherein the county's interests would be severely affected.

III. PROCEDURE

- A. Bills identified for the Board's action shall be discussed and acted upon in open session. They can be brought to the CAO's attention by Board members (and subsequently returned for the Board's action) or by individual department representatives.
 - 1. Board members may identify legislation and ask the CAO to research and provide recommendations to the Board on specific bills. When a bill is identified the appropriate Analyst will notify the affected departments for comment. Similarly, if a bill is identified by the CAO, the Chief Administrative Office Staff will contact the appropriate department for comment before the CAO places the item on the agenda.
 - 2. Staff may identify bills through legislative contacts. In these cases the relevant analyst will request the appropriate department to offer their expertise and recommendations.
 - 3. Individual department staff may identify, through their professional associations, legislation which should be brought to the CAO and Board's attention for action. Any background data that can be identified as relevant should be given to the department's Administrative Analyst.



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B. Correspondence from department-level personnel to legislators, or committee staff, should be discussed in advance with the Chief Administrative Officer. Inappropriate correspondence with a legislator or staff member could have a negative effect far beyond the specific issue, and could potentially affect the County's entire legislative agenda. A copy of all correspondence with members of the administration, or legislature, concerning legislation, should be provided to the CAO.

C. Testimony:

1. Testimony by non-elected Department Heads, in support/opposition to specific pieces of legislation, should only be undertaken after the BOS has adopted a position on that legislation.
2. Before offering expert testimony on topics and issues of general concern, the proposed testimony will be discussed with the CAO to assure it is generally consistent with the County's overall interests.

IV. RESPONSIBLE DEPARTMENT

All

V. DATES ISSUED AND REVISED; SUNSET DATES:

Issue Date:	09/10/1991	Sunset Review Date:	n/a
Revision Date:	07/25/2017	Sunset Review Date:	07/25/2021