



Legislation Details (With Text)

File #: 12-0816 **Version:** 2

Type: Agenda Item **Status:** Approved

File created: 6/26/2012 **In control:** Board of Supervisors

On agenda: 8/7/2012 **Final action:** 8/7/2012

Title: Chief Administrative Office recommending the Board adopt a policy delegating authority to the Chief Administrative Officer or designee to execute non-financial Memoranda of Understanding (MOU's). (Cont'd. 7/24/12, Item 2)

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - MOU Policy Final.pdf, 2. 2A - Contract Authority Matrix

Date	Ver.	Action By	Action	Result
8/7/2012	2	Board of Supervisors	Approved	Pass
7/24/2012	1	Board of Supervisors	Continued	Pass

Chief Administrative Office recommending the Board adopt a policy delegating authority to the Chief Administrative Officer or designee to execute non-financial Memoranda of Understanding (MOU's). (Cont'd. 7/24/12, Item 2)

Fiscal Impact/Change to Net County Cost: There is no fiscal impact associated with adoption of this policy.

Background

The County is responsible for providing programs and services that are mandated by state or federal legislation. In the provision of such programs and services, it is often necessary for County departments to coordinate with other governmental or non-profit agencies. To ensure efficient and effective delivery of the programs or services, participating agencies often desire to document their respective roles and responsibilities through operational agreements or Memoranda of Understanding (MOU's). Departments may also need to coordinate with other governmental or non-profit agencies in the course of providing programs and services which the Board of Supervisors has sanctioned and determined to be in accordance with a department's mission through approval of that department's budget or other specific Board action.

On July 24, 2012 (Board Agenda item #2), the Board requested that staff provide a matrix identifying the various types contracts used by the County, the signature authority for those contracts, and the code or policy reference establishing signature authority. The matrix is attached to this item for Board review and discussion. The matrix also includes an example of each type of contract for illustrative purposes.

Reason for Recommendation

The purpose of this policy is to allow for the Chief Administrative Officer or designee to execute these types of agreements. This will expedite the process while providing for oversight by the CAO. Per

the proposed policy, the CAO reserves the right to require Board approval of any agreement if she feels that the agreement would be in conflict with County policy or other stated objectives of the Board.

Action(s) to be taken following Board approval

The policy will be numbered and included in the Board of Supervisors Policy Manual and distributed to departments.

Contact: Sue Hennike

Concurrences: County Counsel