



## Legislation Details (With Text)

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**Title:** Board of Supervisors to adopt their Governance Handbook pursuant to Strategic Plan Good Governance Objective 2.6. (Est. Time: 30 Min.)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 6A - Governance Handbook FINAL 12-5-17, 2. 5A - Remaining Draft Protocols 11-6-17, 3. 5B - Draft Protocols (Top Five with Revisions from 10-16-17) 11-6-17, 4. 5C - BOS-Self-Evaluation and Assessment 11-6-17, 5. 5D - Updated Board-Governance-Manual-Summary 11-6-17, 6. 4A - Draft Protocols (Top Five) 10-16-17, 7. 4B - BK Consult Memo - Remaining protocols 10-16-17, 8. 4C - Governance Handbook Updated DRAFT 10-16-17, 9. 4D - Board-Governance-Manual-Summary 10-16-17, 10. 3A - Memo from BK Consult (with Draft Protocols) BOS 8-28-17, 11. 3B - Governance Handbook DRAFT BOS 8-28-17, 12. 2A - El Dorado Presentation 7-17-17, 13. 2B - El Dorado discussion guide 7-17-17, 14. 2C - Developing-Gov-Handbook 7-17-17, 15. 2D - Governance Summary Paper 2017 7-17-17, 16. 2E -Governance principles 7-17-17, 17. 2F - Roles and Responsibilities 7-17-18, 18. 2G - Rules of Engagement 7-17-17, 19. 2H -Thinking about coherence 7-17-17, 20. 2I - WorkingStylesActivity 7-17-17, 21. 2J - Working styles Desc 7-17-17, 22. 2K - MakingMostWkySyle 7-17-17, 23. A - Counsel Approval and Agreement 5-16-17, 24. B - BK Consult Summary of Services, 25. Executed Agreement 518-S1710

Date	Ver.	Action By	Action	Result
12/5/2017	6	Board of Supervisors	Approved	Pass
11/6/2017	5	Board of Supervisors	No Formal Action	
10/16/2017	4	Board of Supervisors	No Formal Action	
8/28/2017	3	Board of Supervisors	No Formal Action	
7/17/2017	2	Board of Supervisors	No Formal Action	
5/16/2017	1	Board of Supervisors	Approved	Pass

Board of Supervisors to adopt their Governance Handbook pursuant to Strategic Plan Good Governance Objective 2.6. (Est. Time: 30 Min.)

### DISCUSSION / BACKGROUND

On November 6, 2017 the Board held their fourth and final discussion on Board Protocols with BK Consult who also presented the Self-Evaluation and Assessment Tool for the first time. Based on the four sessions with BK Consult, staff has prepared the final Governance Handbook (Attachment 6A) for Board consideration.

On October 16 and August 28, 2017 the Board participated in effective governance sessions two and three respectively where they progressed through multiple draft Protocols in preparation for adoption at a future regular meeting. Session four will again be facilitated by BK Consult with a focus on remaining Protocols and other subject matter related to the Governance Manual and/or assessment tool. It is anticipated formal adoption of the Protocols will occur before the end of 2017.

On July 17, 2017 the Board participated in effective governance session one and identified draft Protocols in preparation for future sessions. The draft Protocols and draft Governance Handbook are attachments 3A and 3B, respectively.

On May 16, 2017 (Item 2) the Board approved Agreement 518-S1710 with BK Consult for facilitation of three (3) or four (4) effective governance sessions culminating in an El Dorado County Governance Handbook and a customized effective governance assessment tool for the Board. There is no recommended action at this time as this is the first in a series of special sessions.

At their Special Meeting of March 21, 2016 (Item 1, File 14-1322), the Board adopted the Strategic Plan Goals, Objectives and Macro Measures relative to the Good Governance Goal in the County Strategic Plan, and on January 24, 2017 (Item 33, File 17-0058) the Board adopted the "definition, objectives, tasks and timelines". Plan Objective 2.6, Task 2.6.1 directs staff to identify a facilitator to provide a workshop/training for the development and implementation of best practices relative to the operations of the Board of Supervisors.

Babs Kavanaugh (BK Consult) provides effective governance training, meeting facilitation, organizational development and strategic planning. Ms. Kavanaugh's professional experience includes governance consulting/training and service as a Human Resources Director, Marketing Director, Community Health Center Director and small business owner. Ms. Kavanaugh worked with the California School Boards Association as a governance consultant from 1999 to 2012 and engaged with over 350 school district leadership teams to strengthen their leadership skills and organizational effectiveness. A more detailed account of BK Consult's experience and proposed approach to this effort is attached to the agenda file.

In 2014/15, the Yolo County Board of Supervisors engaged the services of BK Consult for the purposes of facilitation of several special sessions and in concert with the Board and county staff, development of materials for a customized Governance Handbook. Upon review of the Yolo Board's Governance Manual and after several teleconferences and an in person meeting with the consultant (BK Consult) in March of 2017, staff felt confident in moving forward in recommending the Board proceed with an agreement to begin the process of creating a customized governance model for the El Dorado County Board.

**ALTERNATIVES**

N/A

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

**CAO RECOMMENDATION**

N/A

**FINANCIAL IMPACT**

N/A

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

Good Governance - Objective 2.6

**CONTACT**

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