



County of El Dorado

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Legislation Text

File #: 12-0295, **Version:** 1

Supervisor Sweeney recommending the Board approve a process to streamline when information is distributed for board agenda items. (Est. Time: 20 Min.)

Supervisor Sweeney requesting the Board approve a process to streamline when information is distributed for board agenda items. Our current process needs to be revised to allow sufficient time for Board Members and the public to have adequate time to prepare and review documents that will be heard before the Board of Supervisors.

The Board's action from January 4, 2011, File ID 11-0022 states:

“Received and Filed. Though no formal action was taken, the Board by consensus made note of two additions to the procedures: 1) Documentation for Special Meetings should be distributed a week to ten days in advance of the meetings, and 2) Major changes or documentation received after the distribution of the agenda packet, may cause the item to be continued.”

Although the January 2011 board item discussed special meetings and documentation after the agenda has been posted, this process needs to be tightened up at the Department and CAO timeline. The Clerk of Board staff CANNOT produce an agenda when the majority of the items are not received until the Wednesday before our Tuesday meeting.

Recommendation to set new timelines for processing of Agenda Items.

Any matters not posted to the public agenda by Thursday at noon (12:00pm), before the Tuesday meeting, will be continued to the next Board Meeting.