



# County of El Dorado

330 Fair Lane, Building A  
Placerville, California  
530 621-5390  
FAX 622-3645  
www.edcgov.us/bos/

## Legislation Details (With Text)

**File #:** 20-1610 **Version:** 1  
**Type:** Agenda Item **Status:** Approved  
**File created:** 11/20/2020 **In control:** Board of Supervisors  
**On agenda:** 12/2/2020 **Final action:** 12/2/2020  
**Title:** Planning and Building Department, in collaboration with the Chief Administrative Office, recommending the Board revise the El Dorado County Board of Supervisors Governance handbook to add a protocol regarding joint Planning Commission and Board of Supervisors Biannual Meeting.

FUNDING: N/A

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Good Governance Protocol Addition, 2. A - Revised Good Governance Protocol Addition (FINAL 12-02-20), 3. B - BOS Handbook

Date	Ver.	Action By	Action	Result
12/2/2020	1	Board of Supervisors	Approved	Pass

Planning and Building Department, in collaboration with the Chief Administrative Office, recommending the Board revise the El Dorado County Board of Supervisors Governance handbook to add a protocol regarding joint Planning Commission and Board of Supervisors Biannual Meeting.

**FUNDING:** N/A

### DISCUSSION / BACKGROUND

The Board of Supervisors adopted its Governance Handbook on December 5, 2017 (Legistar file #17-0524). Since its adoption, the Board has held several working sessions to review the handbook and its protocols, in an effort to keep the document current. The Board most recently made revisions to the existing protocols on January 13, 2020 and September 22, 2020.

On October 12, 2020, the District 1 and 3 Supervisors met with Planning Commissioners from Districts 1 and 4, as well as Planning staff regarding Good Governance. One of the outcomes of this meeting was a recommendation to assign the Board Chair the responsibility of ensuring that the Board of Supervisors and the Planning Commission hold (at minimum) a biannual joint meeting, and that these meetings occur more often at the discretion of the Chair.

Staff has prepared an additional protocol under the header of "Roles and Responsibilities" and under the topic of "Role of the Board Chair." If approved, the new protocol would be added to page 13 of the Governance Handbook. The adopted handbook and proposed protocol are attached for review.

### ALTERNATIVES

The Board could choose not to adopt the protocol, or direct revisions to the draft protocol.

### PRIOR BOARD ACTION

12/5/2017 Legistar 17-0524 Adoption of Governance Handbook

1/30/2019 Legistar 19-0176 Governance Handbook Review  
3/5/2019 Legistar 19-0203 Governance Handbook Adoption of Revisions  
1/13/2020 Legistar 20-0039 Governance Handbook Review  
9/22/2020 Legistar 20-1174 Governance Handbook Additional Protocol

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Clerk of the Board

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

N/A

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

If approved, the Clerk will update the Governance Handbook.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Kim Dawson