



# County of El Dorado

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## Legislation Details (With Text)

**File #:** 23-0337 **Version:** 1

**Type:** Agenda Item **Status:** Approved

**File created:** 2/2/2023 **In control:** Board of Supervisors

**On agenda:** 4/4/2023 **Final action:** 4/4/2023

**Title:** Clerk of the Board, in collaboration with the Chief Administrative Office and County Counsel, recommending the Board approve Board Policies A-1, A-2, and A-3 with only changes to Board Policy A-3 Section III D. to include language to submit to County Counsel for approval along with the full ordinance and extend the sunset date of Board Policies A-1, A-2, and A-3 to April 4, 2027 pursuant to the Strategic Plan Good Governance goal:

- 1) A-1 Development and Distribution of Board of Supervisors Policies;
- 2) A-2 Guidelines for Writing Board of Supervisors Policies; and
- 3) A-3 Ordinances - New or Amended.

FUNDING: N/A

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - A-1 Development and Distribution of Board Policies - Redlined Version, 2. B - A-1 Development and Distribution of Board Policies - Clean Version, 3. C - A-2 Guidelines for Writing BOS Policies - Redlined Version, 4. D - A-2 Guidelines for Writing BOS Policies - Clean Version, 5. E - A-2 Exhibit- A Policy Template, 6. F - A3 Ordinances - New or Amended - Redline Version.pdf, 7. G - A3 Ordinances - New or Amended - Clean Version.pdf

Date	Ver.	Action By	Action	Result
4/4/2023	1	Board of Supervisors	Approved	Pass

Clerk of the Board, in collaboration with the Chief Administrative Office and County Counsel, recommending the Board approve Board Policies A-1, A-2, and A-3 with only changes to Board Policy A-3 Section III D. to include language to submit to County Counsel for approval along with the full ordinance and extend the sunset date of Board Policies A-1, A-2, and A-3 to April 4, 2027 pursuant to the Strategic Plan Good Governance goal:

- 1) A-1 Development and Distribution of Board of Supervisors Policies;
- 2) A-2 Guidelines for Writing Board of Supervisors Policies; and
- 3) A-3 Ordinances - New or Amended.

**FUNDING:** N/A

### DISCUSSION / BACKGROUND

Consistent with the Strategic Plan Good Governance goal to collaborate on efforts that have cross-departmental impacts, the Clerk of the Board collaborated with the Chief Administrative Office and County Counsel to update policies A-1, A-2, and A-3. All three policies were distributed to County Department Heads for their review and input. Generally, Board policies are reviewed every 4 years for consistency and applicability. Policies A-1, A-2, and A-3 were last updated on February 5, 2019.

Policy A-1 Section III. A. states, "The responsible department shall ensure that the draft policy conforms to the standardized policy format and contains a recommended review date of no more

than four years.”

### **ALTERNATIVES**

The Board may choose not to approve the policy updates as written and provide direction to staff to take other action.

### **PRIOR BOARD ACTION**

File 19-0142, February 5, 2019, Item 4  
File 18-0169, January 30, 2018, Item 20  
File 14-1322, March 21, 2016, Item 1

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Chief Administrative Office  
County Counsel

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

There is no financial impact associated with this matter.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Update the Board's online Policy Manual and distribute all policies to County Department Heads.

### **STRATEGIC PLAN COMPONENT**

Good Governance

### **CONTACT**

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