



County of El Dorado

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Legislation Text

File #: 22-1982, **Version:** 2

Clerk of the Board recommending the Board adopt the El Dorado County Board, Committee and Commission Handbook. (Cont. 11/8/2022, Item 11)

FUNDING: N/A

DISCUSSION / BACKGROUND

With the addition of staff to support the County's Boards, Committees and Commissions, it became apparent that the current Handbook needed to be updated. Staff proceeded to update the Handbook and County Counsel was asked to review and provide input, which was incorporated into the attached Handbook.

It is important for the County to have a resource and tool to assist with the effective and efficient conducting of meetings, especially with conducting meetings in a hybrid format. The Handbook primarily addresses the responsibilities of the Members, duties of the Chair and Vice Chair, interactions with staff and the Brown Act. The Handbook can be used as a reference for Members to assist with their advisory role as a Member of a County Board, Committee or Commission and the significance of how they represent the Board of Supervisors in the community.

ALTERNATIVES

The Board may modify the proposed Board, Committee and Commission Handbook or not adopt the Handbook in its entirety.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

All Departments supporting El Dorado County Boards, Committees and Commissions.

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

There is no financial impact associated with this item.

CLERK OF THE BOARD FOLLOW UP ACTIONS

The Clerk will notify all Departments of the new Handbook and post it to the Board of Supervisors webpage.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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