

# MEMORANDUM

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## COUNTY ADMINISTRATIVE OFFICE INTERGOVERNMENTAL & LEGISLATIVE AFFAIRS DIVISION



**DATE:** October 11, 2017

**TO:** Legislative Committee

**FROM:** Annette D'Adamo, Management Analyst III

**CC:** Nicholas E. Chiulos, Assistant County Administrative Officer

**SUBJECT:** 2018 Legislative Program and Strategic Grant Services Program Updates

**RECOMMENDATION:** Receive a recommendation and provide direction on the 2018 updates to the Legislative Program and Strategic Grant Services Program

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In the Fall of each year, the County Administrative Office – Legislative and Intergovernmental Affairs Division works with County departments and the County's state and federal legislative and funding advocates, under the direction of the Board's Legislative Committee, to update the Legislative Program and Strategic Grant Services Program.

**Legislative Program:** On December 6, 2016, the Board of Supervisors adopted its 2017-18 Legislative Program, to coincide with the state and federal 2-year legislative cycles. Traditionally, mid-way through the cycle the Legislative Program is updated to add or delete information based on current County priorities and the issues expected to be taken up in the second half of the legislative session.

**Strategic Grant Services Program:** On December 6, 2016, the Board of Supervisors adopted the 2017 Strategic Grant Services Program, including the 2017 Work Plan and Needs Inventory. As this is an annual program, we are working to create the 2018 Work Plan and Needs Inventory.

### Proposed Process / Timeline for Program Updates:

**October 2017 Department Heads** - Meetings, receive input, discuss needs for sponsor legislation

**Oct. 11, 2017 Legislative Committee**

- Approves and/or provides direction on process and timeline for updates

**Nov. 13, 2017 Legislative Committee**

- Presentation of Program updates (DRAFT)
- Request direction and recommendation to the Board of Supervisors for approval

**Dec. 5, 2017 Board of Supervisors** – Consider recommendation from the Legislative Committee to:

- Approve 2017-18 Legislative Program update
- Approve 2018 Strategic Grant Services Program Work Plan and Needs Inventory
- Receive Annual reports from Nossaman LLP regarding 2017 state and federal legislative and grant activities; and anticipated legislative landscape for 2018.

### Attachments:

- 2017-18 Legislative Program
- 2017 Strategic Grant Services Program