

MEMORANDUM

COUNTY ADMINISTRATIVE OFFICE INTERGOVERNMENTAL & LEGISLATIVE AFFAIRS DIVISION



March 8, 2017

To: Legislative Committee

From: Annette D'Adamo, MAIII, CAO-Intergovernmental & Legislative Affairs Division

AGENDA ITEM:

Receive a report and provide direction on - Policies Governing Legislative Activities

On December 6, 2016, the Board of Supervisors adopted the 2017-18 Legislative Program which included adoption of Policies Governing Legislative Activities. These policies provide guidelines for the Board of Supervisors, CAO-Intergovernmental & Legislative Affairs (IGLA) staff, County legislative advocates, County departments, County advisory boards and commissions, and County employees regarding acceptable legislative and political activities.

Recently a question arose regarding the process ILGA staff utilizes when a County department requests position letters (support/oppose/etc.) on pending state or federal legislation from the Board of Supervisors. This process is outlined on Page 26 of the Legislative Program – Policies Governing Legislative Activities.

III. County Departments

b. Request for County Action on Legislation: *Departments shall contact IGLA staff to determine if legislative items fall under the authority of the Legislative Program, and if so work with IGLA staff to develop a position letter from the Board.*

Attachment: Policies Governing Legislative Activities (as adopted by the Board on 12/6/16).