

MEMORANDUM



COUNTY ADMINISTRATIVE OFFICE INTERGOVERNMENTAL & LEGISLATIVE AFFAIRS DIVISION

DATE: October 2, 2018

TO: Legislative Committee

FROM: Annette D'Adamo, Management Analyst III

CC: Nicholas E. Chiulos, Assistant County Administrative Officer

SUBJECT: 2019-20 Legislative Program and Strategic Grant Services Program Development

RECOMMENDATION: Consider approval and provide direction on process and timeline for 2019-20 Legislative Program and Strategic Grant Services Program development.

In the fall of each year, the County Administrative Office – Intergovernmental and Legislative Affairs (IGLA) Division works with County departments, the County's state and federal legislative and funding advocates (Nossaman LLP), under the direction of the Board's Legislative Committee, on updates to the Legislative Program and Strategic Grant Services Program.

Proposed Process / Timeline for Program Adoption

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| October 8, 2018 | Legislative Committee <ul style="list-style-type: none">- Approve and provide direction on process and timeline |
| Oct.-Nov. 2018 | IGLA & Nossaman meet with Board Members and department heads <ul style="list-style-type: none">- Discuss legislative and grant priorities- Discuss proposals for County sponsor legislation |
| November 15, 2018 | Legislative Committee <ul style="list-style-type: none">- Update to Legislative Committee- Report on requests for County sponsor legislation |
| December 10, 2018 | Legislative Committee <ul style="list-style-type: none">- Update to Legislative Committee- Review and discuss first drafts of program documents |
| December 2018 | Board of Supervisors - Legislative Workshop <ul style="list-style-type: none">- Discuss legislative priorities with the County's State and Federal Legislators, the Board of Supervisors, and County department heads. |
| January 2019 | Legislative Committee <ul style="list-style-type: none">- Receive direction and consider recommendation to the Board of Supervisors for approval of 2019-2020 Legislative Program and Strategic Grant Services Programs |
| January 29, 2019 | Board of Supervisors - Consider recommendation from Legislative Committee to: <ul style="list-style-type: none">- Approve 2019-20 Legislative Program and Strategic Grant Services Program- Receive annual reports from Nossaman LLP regarding 2018 state and federal legislative and advocacy efforts. |