

**Monterey County Board of Supervisors
Referral Submittal Form**

Referral No. 2023.21
Assignment Date: 11/07/23
(Completed by CAO's Office)

SUBMITTAL - Completed by referring Board office and returned to CAO no later than 10:00AM on Wednesday prior to Board meeting:

Date: 7 November 2023	Submitted By: Supervisor Glenn Church	District #: 2
Referral Title: Non-County Entity Appointments Procedure for Supervisors		
Referral Purpose: Non-County Entity Appointments Procedure for Supervisors		
Brief Referral Description (attach additional sheet as required): Amend current policy for appointments of County Supervisors to Non-County entities as follows: At the first regular Board meeting in January, Supervisors shall select those Non-County Entities on which they wish to serve on a rotational basis with the Chair first selecting one Entity, then the remaining Supervisors in numerical order selecting one Entity to complete one round of selection. Once the first Non-County Entity round has been completed, the process continues until all Non-County Entity selections have been made. If there are any Non-County Entities that no Supervisors have selected on which to serve, the Chair shall make such appointments. Those Non-County Entities whose membership is set by state law or agreement shall not be included in the selection process.		
Classification - Implication		Mode of Response
<input type="checkbox"/> Ministerial / Minor <input type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input type="checkbox"/> Budget Policy <input checked="" type="checkbox"/> Other: BOS		<input type="checkbox"/> Memo <input checked="" type="checkbox"/> Board Report <input type="checkbox"/> Presentation
		Requested Response Timeline
		<input checked="" type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> Status reports until completed <input checked="" type="checkbox"/> Other: Immediately <input type="checkbox"/> Specific Date: _____

ASSIGNMENT – Provided by CAO at Board Meeting. Copied to Board Offices and Department Head(s) Completed by CAO's Office:

Department(s):	Referral Lead:	Board Date:
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REASSIGNMENT – Provided by CAO. Copied to Board Offices and Department Head(s). Completed by CAO's Office:

Department(s): County Administrative Office	Referral Lead: Nick Chiulos	Date: 11/7/23
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ANALYSIS - Completed by Department and copied to Board Offices and CAO:

Department analysis of resources required/impact on existing department priorities to complete referral:	
Analysis Completed By: _____ Date: _____	Department's Recommended Response Timeline <input type="checkbox"/> By requested date <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> 6 months <input type="checkbox"/> 1 year <input type="checkbox"/> Other/Specific Date: _____

REFERRAL RESPONSE/COMPLETION - Provided by Department to Board Offices and CAO:

Referral Response Date:	Board Item No.:	Referrals List Deletion:
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Note: Please cc Claudia Escalante and Karina Bokanovich on all CAO correspondence relating to referrals.