



Mendocino County

Legislation Text

File #: 21-0227, **Version:** 1

To: Board of Supervisors General Government Standing Committee

From: Executive Office

Meeting Date: February 8, 2021

Department Contact: Carmel J. Angelo

Phone: 463-4441

Department Contact: Lindsey Daugherty

Phone: 463-4441

Time Allocated for Item: 30 Min

Agenda Title:

Discussion and Possible Action Including Direction to Staff Regarding Improvement of Agenda Item Quality Prior to Publication

(Sponsor: Executive Office)

Recommendation:

Provide direction to staff regarding improvement of agenda item quality.

Previous Board/Board Committee Actions:

On January 26, 2021, the Board of Supervisors referred this issue to the General Government Standing Committee.

Summary of Referral:

During the January 26, 2021 Board of Supervisors meeting, Supervisor Mulheren suggested this item be referred to the General Government Standing Committee due to missing available detail presented on an agenda summary. Clerk of the Board has attached supporting documents, including Agenda Item Submission Instructions, a blank 2021 Agenda Summary Template, and the current Agenda Item Submission training presentation, made available to all countywide staff. We respectfully request direction on guidelines for item acceptance going forward.

Fiscal Details:

source of funding: N/A

current f/y cost: N/A

annual recurring cost: N/A

budget clarification: N/A

budgeted in current f/y: N/A

if no, please describe:

revenue agreement: N/A

CEO Liaison: Executive Office

CEO Review: Yes

CEO Comments:

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Executed By: Atlas Pearson, Deputy Clerk I

Date: February 8, 2021

Final Status: **Direction Given to Staff**

