



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: CEO
Department No.: 012
For Agenda Of: 4/5/2016
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Mona Miyasato, County Executive Officer 568-3400
Director(s)
Contact Info: Michael Allen, Chief Deputy Clerk of the Board 568-2240

SUBJECT: Amendment to the 2016 Board of Supervisors' Schedule of Meeting Dates and Locations

County Counsel Concurrence

As to form: N/A

Other Concurrence: N/A

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

Consider an amendment to the 2016 Board of Supervisors' Schedule of Meeting Dates and Locations by cancelling the regularly scheduled meeting of Tuesday, July 5, 2016 in Santa Barbara.

Summary Text:

In reviewing the 2016 Board meeting schedule during the weekly agenda review process, Board Chair Peter Adam expressed concern related to regularly scheduled Board meetings that follow legal Monday Holidays such as the meetings following the Labor and Memorial Day holidays and the Fourth of July. Having County offices closed and County staff unavailable on the day prior to the Board meeting has presented challenges to our meeting processes. For example, it's common on the day before the meeting for the Clerk of the Board to distribute late documents from staff and members of the public relevant to the hearing on the following day. A Monday holiday prevents this information from being distributed to the members of the Board and/or the public until the beginning of the meeting on Tuesday. This provides little or no time to review the material. In addition, staff is unavailable to the public, the Executive Office and the Board the day prior to the meeting eliminating the opportunity to ask questions of staff.

Finally, in practical terms, holiday travel plans also compromise the ability of the Board to contact staff and vice-versa. Based on this, it was determined appropriate to consider cancellation of the July 5, 2016 meeting.

As such, staff is recommending that the Board of Supervisors cancel the meeting of Tuesday, July 5, 2016. All County departments will be advised of this amendment to the meeting schedule and the County Executive Office will work with departments to schedule matters for subsequent meeting dates.

Background:

The 2016 meeting schedule of the Board of Supervisors was adopted on December 8, 2015. Based on business necessity, the schedule of Board meeting dates and locations is amended as appropriate.

Fiscal and Facilities Impacts:

Budgeted: Yes

Staffing Impacts:

None.

Special Instructions:

Direct the Clerk of the Board to notify Department Directors and appropriate staff of this amendment to the 2016 schedule of Board of Supervisors' Meeting Dates and Locations.

Attachments:

Attachment A: Amended 2016 Schedule of Board of Supervisors Meeting Dates and Locations.

Authored by:

Michael Allen, Chief Deputy Clerk of the Board
(805) 568-2240