

A-16



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

2016 JUL 13 AM 9:47

COUNTY OF SANTA BARBARA
CLERK OF THE
BOARD OF SUPERVISORS

Department Name: CEO
Department No.: 012
For Agenda Of: 7/19/2016
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Director(s) Contact Info: Mona Miyasato, County Executive Officer 568-3400
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

Auditor-Controller Concurrence

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, September 6, 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.

V/A

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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 September 6, 2016 meeting.

As such, staff is recommending that the Board of Supervisors cancel the meeting of Tuesday, September 6, 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

Attachment A

2016 Board of Supervisors Schedule

Meeting Dates and Locations

Proposed Amendment July 19, 2016

Jan 5	Santa Barbara (1 st Mtg. 2016)	Jul 5	Cancelled
Jan 12	Santa Maria	Jul 12	Santa Maria
Jan 19	Santa Barbara	Jul 19	Santa Barbara
Jan 26	No Mtg. ~ 4 th Tues.	Jul 26	No Mtg. ~ Summer Recess
Feb 2	Santa Barbara	Aug 2	No Mtg. ~ Summer Recess
Feb 9	Santa Maria	Aug 9	No Mtg. ~ Summer Recess
Feb 16	Santa Barbara	Aug 16	No Mtg. ~ Summer Recess
Feb 23	No Mtg. ~ 4 th Tues.	Aug 23	Santa Barbara
		Aug 30	Santa Maria
Mar 1	Santa Barbara		
Mar 8	Santa Maria	<u>Sep 6</u>	<u>Cancelled</u>
Mar 15	Santa Barbara	Sep 13	Santa Maria
Mar 22	No Mtg. ~ 4 th Tues.	Sep 20	Santa Barbara
Mar 29	No Mtg. ~ 5 th Tues.	Sep 27	No Mtg. ~ 4 th Tues.
Apr 5	Santa Barbara	Oct 4	Santa Barbara
Apr 11, 13, 15	Budget Workshops (SB)	Oct 11	Santa Maria
Apr 19	Santa Maria	Oct 18	Santa Barbara
Apr 26	No Mtg. ~ 4 th Tues.	Oct 25	No Mtg. ~ 4 th Tues.
May 3	Santa Barbara	Nov 1	Santa Barbara
May 10	Santa Maria	Nov 8	Santa Maria
May 17	Santa Barbara	Nov 15	Santa Barbara
<u>May 23</u>	<u>Santa Barbara (Special Mtg.)</u>	Nov 22	No Mtg. ~ Thanksgiving
May 24	No Mtg. ~ 4 th Tues.	Nov 29	No Mtg. ~ CSAC
May 31	No Mtg. ~ 5 th Tues.		
Jun 7	Santa Barbara	Dec 6	Santa Barbara
Jun 13, 15, 17	Budget Hearings (SB)	Dec 13	Santa Maria
Jun 21	Santa Maria	Dec 20	No Mtg. ~ Winter Recess
Jun 28	No Mtg. ~ 4 th Tues.	Dec 27	No Mtg. ~ Winter Recess
		Jan 3	No Mtg. ~ Winter Recess
		Jan 10	Santa Barbara (1 st Mtg. 2017)
		Jan 17	Santa Maria

Anticipated Early Docketing Deadlines

Meeting Date

Jan. 5, 2016

Jan. 12, 2016

Jun. 7, 2016

Jul 12, 2016

Sept 13, 2016

Dec. 6, 2016

Jan. 10, 2017

Docketing Deadline Date

Tues. Dec. 17, 2015 (Due to Winter Holidays/Closure)

Tues. Dec. 22, 2015 (Due to Winter Holidays/Closure)

Wed. May. 25, 2016 (Due to Memorial Day Holiday)

Wed. Jun 29, 2016 (Due to Independence Day Holiday)

Wed. Aug 31, 2016 (Due to Labor Day Holiday)

Tues. Nov. 22, 2016 (Due to Thanksgiving Holiday)

Wed. Dec. 28, 2016 (Due to New Year Holiday)