



24-5360

DATE: April 16, 2024 (Item No. {{item.number}})

TO: Board of Supervisors

FROM: James R. Williams, County Executive

SUBJECT: Status Report: Board Referrals for April 2024

RECOMMENDED ACTION

Receive monthly status report on items referred to Administration.

REASONS FOR RECOMMENDATION

Consistent with input from the Board of Supervisors and recommendations from the Management Audit Division's audit of the Office of the County Executive (CEO), Administration has made some changes to the monthly status reports on referrals to Administration and departments. In addition to providing a matrix of all formal outstanding referrals made by the full Board of Supervisors, Administration is now including a supplemental matrix of requests originating from the Board's five Policy Committees. This supplemental report is attached to this monthly status report and includes all requests from the Policy Committees within Fiscal Year 2023-24 through March 21, 2024.

In addition, based on the current Board of Supervisors policy priorities affirmed at the April 18, 2023 Board meeting (Item No. 9), the referral matrix now notates the Board policy priority that is most closely associated with each referral. Administration will continue to revise the format of this matrix (and the new Committee matrix) to make these documents as useful as possible for the Board staff.

BACKGROUND

For many years, Administration has provided summary information on outstanding referrals to Administration and County departments through a monthly status report. At the Board of Supervisors meeting on April 18, 2023, a Management Audit of the Office of the County Executive was published by the Management Audit Division which included several recommendations for Board of Supervisors and Administration's consideration related to streamlining, prioritizing, and tracking Board referrals.

CHILD IMPACT

The recommended action will have no/neutral impact on children and youth.

SENIOR IMPACT

The recommended action will have no/neutral impact on seniors.

SUSTAINABILITY IMPLICATIONS

The recommended action will have no/neutral sustainability implications.

ATTACHMENTS:

- BOS Referral Matrix (through 3.12.24 Mtg)
- Committee Request Matrix (through 3.21.24)