



# County of Fresno

Hall of Records, Rm. 301  
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Fresno, California  
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## Legislation Details (With Text)

**File #:** 19-0026 **Name:** Administrative Policy Revisions

**In control:** Administrative Office

**On agenda:** 2/12/2019 **Final action:** 2/12/2019

**Enactment date:** **Enactment #:**

**Title:** Approve the following revised Administrative Policies: 27 - Grant Applications and 53 - Appointments to and Service on Boards, Commissions and Committees

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Agenda Item, 2. AP 27 - Grant Applications - Tracked Changes, 3. AP27 - Grant Applications Final, 4. AP53 - Tracked Changes, 5. AP53 - Final

Date	Ver.	Action By	Action	Result
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2/12/2019 1 Board of Supervisors

**DATE:** February 12, 2019

**TO:** Board of Supervisors

**SUBMITTED BY:** Jean M. Rousseau, County Administrative Officer

**SUBJECT:** Administrative Policy Revisions

### RECOMMENDED ACTION(S):

#### **Approve the following revised Administrative Policies:**

- **Administrative Policy 27 - Grant Applications; and**
- **Administrative Policy 53 - Appointments to and Service on Boards, Commissions and Committees.**

Approval of the recommended action will revise Administrative Policies 27 and 53. Staff is currently undertaking a review of your Board's Administrative Policies and recommending revisions for your consideration. This item is countywide.

### ALTERNATIVE ACTION(S):

Your Board could choose to not approve the proposed Administrative Policy (AP) revisions.

### FISCAL IMPACT:

There is no fiscal impact associated with the recommended action.

### DISCUSSION:

Staff is currently in the process of reviewing and revising APs. The following is a brief outline of recommended revisions in each AP:

**AP 27 - Grant Applications**

- Adds language to address the process of Board approval of retroactive submission of grant applications; and
- Adds language to include the Risk Management Division of the Human Resources Department to the review process of grant applications as applicable.

**AP 53 - Appointments to and Service on Boards, Commissions, and Committees**

- Adds clarifying language to where the Local Appointments List shall be posted based on a change in statute (either at the Central Library, or on the County's website).

The County Administrative Officer's Management Directives associated with AP 27 and 53 are also being updated.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Tracked Changes and Final Drafts of APs 27 and 53

CAO ANALYST:

Samantha Buck