



# Board Agenda Item 33

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DATE: June 30, 2026

TO: Board of Supervisors

SUBMITTED BY: Paul Nerland, County Administrative Officer

SUBJECT: Revision to Administrative Policy 18 - Compensation for Lost or Damaged Personal Property

RECOMMENDED ACTION(S):

**Approve revised Administrative Policy No. 18 (AP 18) - Compensation for Lost or Damaged Personal Property**

There is no additional Net County Cost (NCC) associated with the recommended action, which would approve revisions to AP 18 - Compensation for Lost or Damaged Personal Property. This item is countywide.

ALTERNATIVE ACTION(S):

If the recommended action is not approved, AP 18 would not be updated and the version approved on October 1, 2002 would remain intact. Your Board could also partially approve the suggested revisions to AP 18.

FISCAL IMPACT:

There is no increase in NCC associated with the recommended action.

DISCUSSION:

On October 1, 2002 the Board approved the current version of AP 18 - Compensation for Lost or Damaged Personal Property. The provisions of AP 18 call for payment for costs of replacement or repair of property or prosthesis of an employee, such as eyeglasses, hearing aids, dentures, watches or articles of clothing necessarily worn or carried by an employee, when such items are lost or damaged in the performance of official duties. Currently, claims of over \$300 or more are to be submitted to the Board of Supervisors, together with the Auditor-Controller/Treasurer-Tax Collector's recommendation for approval or denial.

The suggested revisions to AP-18 include:

- Increasing the dollar amount threshold for claims submitted to the Board from \$300 to \$500
- Adding a provision that lost or damaged property needs to be "without fault of the employee"
- Adding a provision that if items "are damaged beyond repair" actual value of items must be paid
- Adding a provision that damaged property beyond repair "shall be determined as of the time of the loss"
- Referring to Government Code Section 801 et seq., Resolution Numbers 76-1117B and 22-271 and Chapter 5.02 of the Ordinance Code for damage of personal property of non-employees

Approval of the recommended action will revise this AP. Upon approval of this AP, the County Administrative Officer will release the Management Directive which details the process for reimbursement of the cost to repair or replace the personal property or prosthesis of an employee.

It should be noted that for claims for compensation for lost or damaged personal property of non-employees, Section 801 et seq. of the Government Code, Resolution Nos. 76-1117B and 22-271 adopted by the Board apply, as well as Chapter 5.02 of the Fresno County Ordinance Code, as applicable.

REFERENCE MATERIAL:

BAI #36, October 1, 2002  
Resolution No. 76-1117B  
Resolution No. 22-271

ATTACHMENTS INCLUDED AND/OR ON FILE:

Administrative Policy No. 18  
Administrative Policy No. 18 - Redline

CAO ANALYST:

Sevag Tateosian