

ORANGE COUNTY SOCIAL SERVICES AGENCY

ADMINISTRATIVE POLICIES & PROCEDURES MANUAL

Subject: Legislation Coordination

Number: D 5

Approved: Signature on file

Date: 06-30-14

POLICY

The Board of Supervisors (BOS) determines the County position on all legislation. The SSA Director or designee is authorized to present the Agency's position on any proposed legislation, subsequent to the approval of the position by the BOS. SSA Legislative Manager shall aid the SSA Director in this task by designating staff member(s) to coordinate the review and analysis of proposed legislation and cite the respective piece of the County Legislative Platform.

Any legislative position advocated by SSA staff on behalf of the Agency or County shall be reviewed by the appropriate Division Program Manager and/or Deputy Director and the appropriate Division Director prior to approval by the SSA Director or designee to determine that the position is consistent with Agency policy, the County Legislative Platform, and to ensure that it has been approved by the BOS.
