

CALIFORNIA STATE ASSOCIATION OF COUNTIES
EXECUTIVE COMMITTEE
October 9 - 10, 2008
Montara Room
Oceano Hotel, Half Moon Bay, CA

A G E N D A

Presiding: Richard Gordon, President

Thursday, October 9

8:30am Buffet Breakfast

9:00am SPECIAL SESSION

1. Joint Discussion with CSAC Finance Corporation Board of Directors enclosure

10:00am BREAK

10:15am PROCEDURAL ITEMS

2. Roll Call Page 1

3. Approval of Minutes of August 8, 2008 Page 2

10:30am ACTION ITEMS

4. Consideration of Distinguished Service and President's Award Recipients Page 7
President Gordon

5. Consideration of Circle of Service Award Nominees Page 11
Paul McIntosh, CSAC Executive Director

6. Review of Audited Financial Statements for FY 2007 enclosure
Paul McIntosh

7. CSAC Dues Task Force Report Page 18
Paul McIntosh

8. CSAC PAC Task Force Report Page 19
Supervisor Gary Wyatt, Task Force Chair

9. Appointments to California Statewide Communities Development Authority (CSCDA) Page 22
Paul McIntosh

10. National Association of Counties Issues
a. Timing and Process for CSAC Endorsement of NACo 2nd VP Candidates
b. Financial Participation in 2009 NACo Annual Conference
Paul McIntosh

12:00pm Lunch on Outdoor Patio

1:00pm DISCUSSION ITEMS

11. Discussion on CSAC Litigation Coordination Program Page 23
Jennifer Henning, County Counsels Association Executive Director
Paul McIntosh
12. CSAC Annual Meeting Program Page 40
Paul McIntosh
13. Achievement Report enclosure
a. Discussion on State Legislative Strategy for 2009
b. Discussion on Federal Legislative Strategy for 2009 Page 43
Paul McIntosh
Karen Keene, CSAC staff

4:00pm Adjourn for the Day

Friday, October 10

8:30am Buffet Breakfast

9:00am CLOSED SESSION WITH CSAC EXECUTIVE DIRECTOR

14. Discussion on 2008 Achievements
15. CSAC Compensation Analysis Report handout
Paul McIntosh
16. Evaluation of CSAC Executive Director
President Gordon
17. Other Items

12:00pm Adjourn

California State Association of Counties
Executive Committee
2008

President:	Richard Gordon, San Mateo
1 st Vice President:	Gary Wyatt, Imperial
2 nd Vice President:	Michael Delbar, Mendocino
Immed. Past President:	Frank Bigelow, Madera

Urban Section

Federal Glover, Contra Costa
Don Knabe, Los Angeles
John Tavaglione, Riverside
Roger Dickinson, Sacramento
Paul Biane, San Bernardino
Kathy Long, Ventura
Liz Kniss, Santa Clara (alternate)

Suburban Section

Susan Adams, Marin
Mike Nelson, Merced
Joni Gray, Santa Barbara
Mike McGowan, Yolo (alternate)

Rural Section

Terry Woodrow, Alpine
Jeff Morris, Trinity
Tony Oliveira, Kings (alternate)

Ex-Officio Members

Valerie Brown, Sonoma, NACo President-Elect
Brian Dahle, Lassen, WIR President-Elect

Advisors

Demitrios Tatum, Merced County Executive Officer
Robert Ryan, Sacramento County Counsel

CALIFORNIA STATE ASSOCIATION OF COUNTIES
EXECUTIVE COMMITTEE

August 7, 2008
CSAC Conference Center, Sacramento, CA

MINUTES

Presiding: Richard Gordon, President

1. ROLL CALL

Richard Gordon, President	Mike Nelson, Merced
Gary Wyatt, 1 st Vice President	Jeff Morris, Trinity (via audio)
Frank Bigelow, Immed. Past President	Valerie Brown, Sonoma
John Tavaglione, Riverside	Dee Tatum, CEO advisor
Roger Dickinson, Sacramento	Robert Ryan, Co. Counsel advisor
Kathy Long, Ventura	
Susan Adams, Marin	

2. APPROVAL OF MINUTES

The minutes of April 10 and May 15, 2008 were approved as previously mailed.

3. AGRICULTURE & NATURAL RESOURCES POLICY COMMITTEE REPORT

Supervisor Mike Nelson, Chair of the CSAC Agriculture and Natural Resources policy committee, presented the committee's report which included three items for Executive Committee action.

The first item was a draft Policy Statement on State Water Proposals which was contained in the briefing materials. This document was created to assist staff in developing recommendations regarding the State Water Plan, the Delta Vision Task Force Strategic Plan and the Bay Delta Conservation Plan.

Motion and second to approve Policy Statement on State Water Proposals and forward to CSAC Board of Directors for consideration.
Motion carried unanimously.

The second item was a recommendation to Oppose *Proposition 7: The Solar and Clean Energy Act of 2008*. The reason for the recommendation to Oppose was due to concerns raised that the measure would hurt efforts to expand transmission by creating an overlapping jurisdictional regime with two state agencies, the Public Utilities Commission and the Energy Commission. Concerns were also raised regarding pre-emption of local land use authority.

Motion and second to Oppose Proposition 7. Motion carried unanimously.

The final action item was a recommendation to Support *Proposition 10: The California Alternative Fuels Initiative*. This measure would authorize the state to sell \$5 billion in general obligation bonds to fund projects, consumer incentives and education to increase the supply and use of renewable and clean energy. It would also provide funds to local governments to create renewable energy demonstration projects and educational projects in their communities.

Motion and second to Support Proposition 10. Motion carried. (8 in favor/1 opposed/1 abstained).

4. ADMINISTRATION OF JUSTICE AND HEALTH & HUMAN SERVICES
JOINT POLICY COMMITTEE REPORT

Staff reported on actions taken by the CSAC Administration of Justice and Health & Human Services policy committee during the joint meeting held on July 31. The policy committees requested Executive Committee consideration of three ballot initiatives.

Proposition 5: The Nonviolent Offender Rehabilitation Act of 2008. This measure would recast and expand provisions of the Substance Abuse Crime Prevention Act, approved by voters as Proposition 36 in November 2000. It would expand and largely replace the existing Penal Code Section 1000, Proposition 36, and drug court programs with a new three-track drug treatment diversion program primarily for nonviolent drug possession offenders. The policy committee recommended a Neutral position on this initiative.

Concerns were raised regarding support of initiatives that lock in state general funds and further restrict the Legislature's ability to craft a state budget at a time when chronic budget deficits threaten state support for a number of county programs and services.

Motion and second to take a Neutral position on Proposition 5.

Substitute Motion and second to Oppose Proposition 5. Motion carried. (8 in favor/2 opposed).

Proposition 6: The Safe Neighborhoods Act. This measure would increase state funding to support a variety of public safety efforts, revise criminal penalties targeting certain offenders, and provide for enhanced services and support to victims of crime. Although dedication of resources to a range of public safety programs will translate to local benefits and eliminate uncertainty in funding of core justice services, there are concerns that the spending

formulas could have potentially harmful effects in other county service areas. The policy committee recommended a Neutral position on this initiative.

Motion and second to take a Neutral position on Proposition 6.

Substitute Motion and second to Oppose Proposition 6. Motion carried unanimously.

Proposition 9: The Victims' Rights Act of 2008. This measure contains three main components: 1) Ensures victim notification and restitution; 2) Restricts early release of inmates; and 3) Modifies existing parole practices. The provision with the most significant impact for counties is the potential limitation on counties' ability to address jail overcrowding by releasing inmates early who pose little risk to public safety. The policy committee recommended a Neutral position on this initiative.

Motion and second to take a Neutral position on Proposition 9. Motion carried unanimously.

5. CSAC REGULATORY PROPOSALS

As previously directed by the Board of Directors, staff convened meetings of all CSAC policy committees to discuss the approach to advocacy efforts during state budget negotiations and to identify regulations that could be suspended. The Board also directed staff to report back to the Executive Committee.

Staff reported that the policy committees met and reviewed items related to efficiencies and statutory changes that would create more local flexibility and potential cost savings. The list of proposals was contained in the briefing materials. No action was required by the Executive Committee. Ongoing work is currently being done by staff in the program areas.

6. CSAC PAC TASK FORCE REPORT

Supervisor Wyatt, Chair of the CSAC PAC Task Force, reported on the meeting held July 28. He noted that staff is in the process of drafting an amendment to the CSAC Policy Manual regarding the formation of a PAC that will be brought to the Executive Committee in October.

The Task Force requested direction from the Executive Committee on how to proceed. The consensus of Executive Committee members was to move in the direction of an "issue-specific" PAC as opposed to an ongoing PAC. Further, staff was directed to ensure that public and private funds are clearly defined.

7. STATE BUDGET/LEGISLATIVE UPDATE

Staff reported that state budget negotiations are continuing and there is pressure between the Governor and Legislature. The Governor announced yesterday that he will not sign any bills until the Budget is adopted and will veto all bills that come to his desk. CSAC continues to express the position that borrowing from local government is not the solution, especially Proposition 1A and 42 funds. CSAC leadership recently met with Legislative leadership to discuss CSAC's position. Executive Committee members were urged to contact their legislators to reiterate CSAC's position on the state budget.

Staff also reported on developments regarding SB 375 (Steinberg), a comprehensive bill which would set forth a process for local and regional government, and stakeholder input into the California Air Resources Board (CARB) development of regional greenhouse gas (GHG) emissions reductions targets for the transportation sector. CSAC's original position on the bill was "Support if Amended" as directed by the Board of Directors in March. CSAC has now successfully negotiated with the author on all of the proposed amendments. Thus, the CSAC officers agreed that the original Board direction had been achieved and CSAC should move to a support position.

8. CSAC FINANCE CORPORATION UPDATE

Supervisor Joni Gray was recently appointed to serve as the CSAC Executive Committee representative on the Finance Corporation Board of Directors. A new program manager was hired on June 2. Her name is Laura Labanieh. CalTRUST has 60 active participants and current assets exceed \$648 million. A new comprehensive marketing strategy for all Finance Corporation programs is in the process of being created. The next CSAC Finance Corporation Board of Directors meeting will be held on September 18 & 19 in San Diego County.

9. CSAC CORPORATE ASSOCIATES UPDATE

There are currently 82 CSAC corporate members. Lindsay Hall was promoted to Corporate Relations Manager in late March, so the program now has a full-time dedicated staff person. This year's CSAC annual meeting will feature a presentation on energy issues by three key corporate members. The 6th annual Corporate Associates Bocce Ball tournament will be held on September 10 in Sacramento, and the CSAC Annual Meeting golf tournament will be on December 4 in San Diego.

10. COMPENSATION ANALYSIS UPDATE

Paul McIntosh reported that CSAC is currently undertaking a compensation analysis for CSAC staff to ensure that CSAC remains competitive and is able to attract and retain highly qualified and skilled employees. The firm of Fox Lawson was retained to conduct the survey and is expected to complete a

preliminary report by the middle of August. Final recommendations will be brought to the Executive Committee at the October retreat.

11. OTHER ITEMS

Supervisor Valerie Brown, NACo President-Elect, reported that Judge Glen Whitley from Tarrant County, Texas was elected NACo 2nd Vice President during the NACo annual conference held in Kansas City, Missouri last month. Supervisor Don Stapley from Maricopa County, Arizona became President of NACo and has identified "health systems reform" as his presidential initiative. NACo will be surveying counties regarding many aspects of health care such as jail system health care, managed care, and electronic medical records. In addition, hearings will be held throughout the country. The NACo officers are planning a trip to learn more about Canada's Universal Health Care system.

Supervisor Roger Dickinson, chair of the NACo Task Force on Kids Aging Out of Foster Care, reported that the task force is currently compiling best practices from counties throughout the country for a report to be issued by NACo soon.

The CSAC Board of Directors will meet on September 11, in Sacramento and the next meeting of the CSAC Executive Committee is scheduled for October 8 – 10, in Half Moon Bay.

Meeting adjourned.

September 23, 2008

TO: CSAC Executive Committee

FROM: Paul McIntosh, Executive Director

SUBJECT: ***Distinguished Service and President's Awards for 2008***

Each year the Executive Committee is asked to select a recipient for the CSAC Distinguished Service Award which is presented during the CSAC annual conference. This award is given to the person or persons who have made the greatest contribution to the improvement of government in California, particularly as it relates to county government.

In addition, the CSAC President may choose to recognize an individual who he/she feels has made a significant contribution to county government during the year.

Staff is recommending the following three nominees for your consideration. You are welcome to choose from this list or select another recipient.

Diane Cummins, Chief Fiscal Policy Advisor, Office of Senate President Pro Tempore
California counties will lose a tremendous advocate when Diane Cummins retires after a lengthy career in public service in October 2008. Most recently, Diane served as Chief Fiscal Policy Advisor for the past two Presidents pro tempore of the California Senate. In this capacity, she served as the Senate's key budget staff person and advisor to the President pro tempore on issues related to health and human services, revenue and taxation, and local government. Diane's unparalleled expertise is the result of many years at the State Department of Finance, including serving as Chief Deputy Director, Budgets and Deputy Director, Legislation. She also served as the Program Budget manager for the Health and Human Services and Local Government units. At the Department of Finance, Diane was directly involved in a number of major initiatives of considerable significance to counties, including welfare reform, foster care reform, and trial court funding.

Casey Kaneko, Executive Director, Urban Counties Caucus

Casey Kaneko has been the executive director of the Urban Counties Caucus since 1995. In that capacity she grew the Urban Counties Caucus – a coalition of 12 of California's largest counties – into the organization it is today. She is an integral part of the county family in Sacramento and works closely with CSAC on furthering county interests in the Capitol and within the Administration. Casey has a storied career in local government – lobbying for the county of Santa Barbara, working as the chief consultant to Assembly Local Government Committee, and serving Governors Brown and Deukmejian. Casey is retiring from the Urban Counties Caucus at the end of 2008 and will be sorely missed.

Senator Darrell Steinberg, President Pro Tem

Senator Darrell Steinberg has worked diligently with CSAC for nearly two years to address our concerns with his SB 375, a comprehensive measure to address greenhouse gas (GHG) emissions from the transportation sector. He often led the countless meetings and negotiations in person bringing together various different perspectives on controversial issues. In March of 2008, CSAC presented Senator Steinberg with a list of 12 significant amendments needed in order for CSAC to be able to support his legislation. Just five months later, all of CSAC's amendment requests had been met and SB 375 now recognizes the need to rely upon member cities and counties within regions to develop the growth strategies to strive towards accomplishing the voluntary regional GHG targets.

Attached is a list of past recipients of both the Distinguished Service and President's Awards for your reference.

Distinguished Service Award	
2007	
Jim Tilton	California of Corrections and Rehabilitation
Will Kempton	California Department of Transportation
Roger Niello	Assembly Member
Ellen Corbett	Senator
2006	
Don Perata	Senator
Bob Dutton	Senator
Wes Chesbro	Senator
Joseph Dunn	Senator
Bruce McPherson	Secretary of State
2005	
Denise Ducheny	Senator
Hector De La Torre	Assembly Member
Pat Dando	Office of Governor Schwarzenegger
Terry Watt	Planning Consultant
2004	
Tom Torlakson	Senator
Jackie Speier	Senator
Cassandra Pye	Office of Governor Schwarzenegger
2003	
Herb Wesson	Assembly Speaker
John Laird	Assembly Member
Steve Westly	State Controller
Joe Canciamilla	Assembly Member
Keith Richman	Assembly Member
2002	
Betty Yee	Chief Deputy of the State Dept. of Finance
Darrell Steinberg	Assembly Member
Dick Dickerson	Assembly Member
Maurice Johannessen	Senator
Alan Lowenthal	Assembly Member
2001	
Tom Torlakson	Senator
Kevin Murray	Senator
Charles Poochigian	Senator
John Dutra	Assembly Member
Dean Florez	Assembly Member
George Runner	Assembly Member
2000	
Dion Aroner	Assembly Member
1999	

Distinguished Service Award	
John Burton	Senator
1998	
Bill Leonard	Assembly Member
1997	
Pete Wilson	Governor of California
Bill Lockyer	Senator
Curt Pringle	Assembly Member
Martha Escutia	Assembly Member
1996	
William Hauck	Chairman, CA Constitution Revision Commission
1995	
No Award Given	
1994	
Elizabeth Hill	Legislative Analyst
1993	
Patrick Johnston	Senator
1992	
John Vasconcellos	Assembly Member
1991	
Barbara Shipnuck	Monterey County Supervisor
Sunne McPeak	Contra Costa Supervisor
Clark Channing	Merced CAO
1990	
Russ Gould	Director, State Dept. of Finance

President's Award	
2007	
Steve Keil	CSAC Staff
2006	
Cynthia Bryant	Gov., Schwarzenegger's Chief Deputy Leg. Secretary
Sunne McPeak	Secretary of Business, Transportation and Housing Agency
2005	
Dianne Feinstein	United States Senator
2004	
Arnold Schwarzenegger	Governor, State of California
2003	
DeDe Alpert	Senator
2002	
Bill & Pat Dennison	Supervisor Plumas County
Pat Leary	CSAC Staff
2001	
Dave Cox	Assembly Member
Justice Daniel Kremer	Chair, Gov. Trial Court Facilities Task Force
2000	
Dede Alpert	Senator
John Burton	Senator
1999	
Steve Peace	Senator
John Longville	Assembly Member
1998	
Helen Thomson	Assembly Member
1997	
Phil Isenberg	Assembly Member
Tom Torlakson	Assembly Member
Dick Sweeney	Assembly Member
1996	
Victor Pottorff	CSAC Staff
1991	
Pete Wilson	California Governor

September 23, 2008

TO: CSAC Executive Committee
FROM: Paul McIntosh, Executive Director
SUBJECT: Circle of Service Award Nominees for 2008

CSAC staff has developed a list of twelve individuals who we believe are deserving of the Circle of Service Award this year. This award was created to recognize county officials, department directors, employees, Corporate Associates and other CSAC members whose service to CSAC and counties sets them apart. You are welcome to choose from this list or select your own recipients for this award.

Jeff Morris, Trinity County Supervisor

Jeff Morris is finishing his fourth term as Trinity County Supervisor, District 2. Jeff has been an active member of the county family and has been a tremendous asset to CSAC. In addition to serving as co-chair of the CSAC Climate Change Task Force in 2007, he was vice-chair of the CSAC Agriculture and Natural Resources (ANR) Policy Committee in 2006 and chair of ANR in 2007, and represented rural counties on the CSAC Executive Committee in 2007. He also represented California county interests at the National Association of Counties Climate Protection Forum in Washington, D.C and in meetings with Senator Feinstein and other members of Congress regarding the reauthorization and funding of the Secure Rural Schools and Communities Self Determination Act of 2000. Jeff is seeking the CD-2 congressional seat this November.

Connie Conway, Tulare County Supervisor and former CSAC President

Tulare County Supervisor Connie Conway served as CSAC's 2005-06 President. Supervisor Conway is retiring from the Tulare County Board of Supervisors after nearly two terms to serve as a member of the California State Assembly, representing the 34th District.

Harry Ovitt, San Luis Obispo County Supervisor and former CSAC President

San Luis Obispo County Supervisor Harry Ovitt served as CSAC's 1996-97 President. Supervisor Ovitt is retiring from the San Luis Obispo County Board of Supervisors after five terms.

Tim Smith, Sonoma County Supervisor and former CSAC President

Sonoma County Supervisor Tim Smith served as CSAC's 2002-03 President. Supervisor Smith is retiring from the Sonoma County Board of Supervisors after five terms.

Matt Rexroad, Yolo County Supervisor

Matt Rexroad's term as Yolo County Supervisor began in 2007. While in county government only a short time, he has already been instrumental to CSAC by serving as chair of the Working Group on Sex Offender Management this year. He successfully led the group in its work to develop CSAC policy on sex offender management, which was adopted by the CSAC Board of Directors in May 2008. In addition, Supervisor Rexroad participated in CSAC's Human Services Funding Deficit Working Group. Furthermore, he started his county's first free Yolo County 101 course to its residents, which continues to be offered county-wide.

John Tavaglione, Riverside County Supervisor

John Tavaglione was elected to the Riverside County Board of Supervisors in 1994. He has been active in CSAC over the years, serving as a member of the CSAC Board of Directors, on

the CSAC Executive Committee, and as CSAC Treasurer. This year Supervisor Tavaglione was called on — and served willingly and actively — in a variety of leadership roles involving several high-profile policy issues. He served as Chair of the CSAC Task Force on Parole Realignment, bringing the task force to a consensus recommendation. Further, he is presently serving as the county representative to the Court Facility Dispute Resolution Committee and has taken leadership initiative to facilitate the court facility transfer process statewide. Supervisor Tavaglione has made himself available for a variety of activities — meeting with legislators, working with judicial branch leaders, and volunteering to serve as an advisor to other counties to advance the overall objectives of the court facility transfer process.

Diane Dillon, Napa County Supervisor

Supervisor Dillon has played a key role as a member of the Governing Council for the CSAC Institute for Excellence in County Government, which is set to begin offering courses in early 2009. Supervisor Dillon also continues to serve as co-chair of the CSAC Climate Change Task Force.

John Gioia, Contra Costa County Supervisor

Supervisor Gioia has served as the chair of the Governing Council for the CSAC Institute for Excellence in County Government, which is currently in the planning stages. As chair, he has played an integral role in the development of the Institute, a significant new member service to be offered by CSAC beginning in early 2009.

John Silva, Solano County Supervisor

Supervisor Silva has served as the chair of the CSAC Administration of Justice policy committee for a number of years. He also served as one of the county representatives on the Governor's Task Force on Juvenile Justice in 2003. Supervisor Silva has enjoyed a lengthy career in public service, including 12 years on the Solano County Board of Supervisors, two terms on the Benicia City Council, and deputy chief of the Benicia Police Department. Supervisor Silva will be retiring from the Solano County Board of Supervisors this year.

Stephen L. Weir, Contra Costa County Clerk-Recorder

Stephen Weir has been the Contra Costa County Clerk-Recorder for 19 years, and was a member the Concord City Council for nine years prior, including two as mayor (1984-85). He served as president of the California Association of Clerks and Election Officials for the 2006-2008 term, and in that time worked tremendously to secure the sooner-than-expected \$85 million reimbursement for the cost of the February 2008 Presidential Primary. Doing so required coordinating detailed cost surveys from all 58 counties and convincing a somewhat unwilling Legislature to include the funding in a famously tight budget. He also led the county election officials through the aftermath of the Secretary of State's decertification of electronic voting systems.

Michele Vercoutere, Court Facility Transfer Coordinator, Los Angeles County Chief Executive Office

Michele Vercoutere is a long-time employee of the Los Angeles County Chief Executive Office. In her current assignment, Michele serves as the county's transfer coordinator in the court facility transfer process — a task involving more than 50 facilities containing over 600 courtrooms. Michele has taken a leadership role in seeking transfer process improvements for the benefit of all counties; devoted extensive time to a working group effort dedicated to developing a seismic risk pool for court facilities; and has chaired a regional county group on court facility transfer issues. Most importantly, Michele continues to volunteer her time and significant technical expertise to aid other counties in problem solving and strategizing successful approaches to the court facility transfer process. She has emerged as a county leader and a rich resource in a very complex and difficult policy area.

Stuart Wells, Franchise & Fees Manager, The Gas Company/SDG&E Sempra Energy Utilities

Stuart has been involved with the CSAC Corporate Associates program since 2005, and served as president of the program during 2008. Additionally, The Gas Company/SDG&E Sempra Energy Utilities has been a major supporter and member of the Corporate Associates program since its inception.

We have also attached a list of previous Circle of Service Award winners for your reference.

Circle of Service Awards

2007

Helen Thomson	Yolo County Supervisor
Mike McGowan	Yolo County Supervisor
Tony Oliveira	Kings County Supervisor
Bill Powers	Plumas County Supervisor
Brian Lee	San Mateo County Deputy Director of Public Works
Mike Silacci	CSAC Corporate Associates Member, AT&T
Rob Bilo	CSAC Corporate Associates Member, Nationwide Retirement Solutions (NRS)
Roger Dickinson	Sacramento County Supervisor
Bran Dahle	Lassen County Supervisor
Rubin Lopez	CSAC Staff

2006

Bob Fletcher	Vanir Construction Management
David Janssen	Los Angeles County Chief Administrative Officer
Richard Vinson	Amador County Supervisor
Gary Freeman	Glenn County Supervisor
Gary Gilbert	Madera County Supervisor
Bill Dennison	Plumas County Supervisor
Greg Cox	San Diego County Supervisor
Duane Kromm	Solano County Supervisor
Ray Simon	Stanislaus County Supervisor
Peter Rei	Tuolumne County Public Works Director
Pat DeChellis	Los Angeles, Deputy Director Public Works
Chantal Saipe	San Diego County, Tribal Liaison
Jennifer Henning	Executive Director, County Counsels' Association of California
Mary Wallers	CSAC Corporate Associate Member, Sierra West Group
Lori Panzino	San Bernardino County, Division Chief, Franchise Programs
Paul Valle-Reistra	City of Walnut Creek, City Attorney
Rich Esposto	Consultant, Sacramento Metro Cable Television Commission
David Wooten	San Joaquin County Supervisor and Chair, Assistant County Counsel, County Counsel Working Group on Court Facilities
Kathleen Felice	Los Angeles County, Principal Deputy County Counsel
Diane Bardsley	San Diego County and Member, Special Assistant County Counsel, County Counsel Subcommittee on SB 10
Tom Ford	Sonoma County Treasurer
Norma Lammers	CSAC Finance Corporation Executive Director

2005

Mitch Avallon	Contra Costa County Deputy Director - Flood Control
Dennis Barry	Contra Costa County Community Development Dept.
Valerie Brown	Sonoma County Supervisor
John Freedman	Analyst, Los Angeles County Chief Administrator's Office
Steve Keil	CSAC Legislative Coordinator
Rod Kubamoto	Los Angeles County Assistant Deputy Director
Andrea McGarvey	San Luis Obispo County Auditor-Controller's Office

Circle of Service Awards

Michael Moele	Buck Consultants
Bob Palmer	Retirement Administrator San Joaquin County
Dave Solaro	Retired CSAC Board Member & Administration of Justice Policy Committee chair
John Sweeten	Contra Costa County Chief Administrative Officer
Steve Swendiman	Managing Director, NACo Financial Services
Kit Wall	Local Government Relations, Eli Lilly & Company
2004	
John Garcia	Kaiser Permanente
Jim Lindholm	San Luis Obispo County Counsel
Steve Woodside	Sonoma County Counsel
Steve Basha	Yolo County Counsel
Jim Beall	Santa Clara County Supervisor
Tonly Oliveira	Kings County Supervisor
Duane Kromm	Solano County Supervisor
Susan Adams	Marin County Supervisor
Rose Jacobs Gibson	San Mateo County Supervisor
Brad Clark	Alameda County Registrar of Voters
Mischelle Townsend	Riverside County Registrar of Voters
Julie Rodewald	San Luis Obispo County Clerk Recorder
Ann Reed	Shasta County Registrar of Voters
Richard Robinson	Stanislaus County Administrative Officer
Walt Ekard	San Diego County Administrative Officer
Larry Parish	Riverside County Executive Officer
Stephen Shane Stark	Santa Barbara County County Counsel
John Sansone	San Diego County Counsel
Robert Ryan , Jr.	Sacramento County Counsel
Buck Belventhal	San Francisco City & County
Ray Fortner	Los Angeles County
Richard Arrow	Marin County Auditor
Rod Dole	Sonoma County Counsel Auditor-Controller
Mark Norris	Sacramento County Finance Department
Steve Ybarra	Contra Costa County
Dave Elledge	Santa Clara County
Valerie Brown	Sonoma County Supervisor
Paul Stein	Calaveras County Supervisor
Frank Mecca	County Welfare Directors Association
Pete Parkinson	Sonoma County Planning Director
2003	
Kevin Juhring	US Communities
Tom Ford	Sonoma County Treasurer
Ann Reed	Shasta County Clerk/Registrar of Voters
Roger Dickinson	Sacramento County Supervisor
Bill McClure	Los Angeles County Workers' Compensation Specialist
Shane Stark	Santa Barbara County Counsel

Circle of Service Awards	
Mike McGowan	Yolo County Supervisor
Denny Bungarz	Glenn County Supervisor
Governor's Trial Court Facilities Task Force Members:	
Patricia Clarke	Shasta County Supervisor
Joan Smith	Siskiyou County Supervisor
John Tavaglione	Riverside County Supervisor
2002	
Tom Stallard	CSAC 1st Vice President
Gary Freeman	CSAC Immediate Past President
Barbara Pletz	San Mateo County Emergency Services Director
Jim Beall	Santa Clara County Supervisor
Kathleen Bales Lange	Tulare County Counsel
John Sansone	San Diego County Counsel
Frank Mecca	County Welfare Directors Association Executive Director
Richard Fitzmaurice	SBC/Pacific Bell Director of External Affairs
Cathy Bando	RBC Dain Rauscher Director of Public Finance
Chris McKenzie	League of California Cities Executive Director
Catherine Smith	California Special Districts Association Executive Director
Ted James	Kern County Planning Director
Tony Hughes	Salomon Smith Barney
2001	
Paul Stein	Calaveras County Supervisor
Larry Parrish	Riverside CEO
Les Brown	Former CSAC President
Governor's Trial Court Facilities Task Force Members:	
Jerry Eaves	San Bernardino County Supervisor
Gary Freeman	Glenn County Supervisor
Charles Smith	Orange County Supervisor
Robert Doyle	County Sheriff
David Janssen	Los Angeles CAO
Steven Woodside	Sonoma County Counsel
2000	
Trish Clarke	Shasta County Supervisor
David Janssen	Los Angeles Chief Administrative Officer
Tom Bamert	Amador County Supervisor
Governor's Trial Court Employees Task Force Members:	
Steve Perez	Kern County Supervisor and CSAC President
John Sansone	San Diego County Counsel
Larry Spikes	Kings County Administrative Officer
Charles Plummer	Alameda County Sheriff
Pete Kutras	Santa Clara County Asst. Executive Officer
1999	
Muriel Johnson	Sacramento County Supervisor
Dean Shores	Imperial County Supervisor

Circle of Service Awards

Keith Carson	Alameda County Supervisor
Tom Stallard	Yolo County Supervisor
Jim Beall	Santa Clara County Supervisor
Jim Lindholm	San Luis Obispo County Counsel
Jay Hull	Napa County Administrator
Owne Clements	San Francisco Deputy Attorney
Terry Henry	Fresno County Dept. of Health Services
Louise McGinnis	Corporate Associate Member
Art Goulet	Ventura County Public Works Director
John Michaelson	San Bernardino County Social Services Director
Penelope Clarke	Sacramento County Public Protection/Human Assis. Admin.



MEMORANDUM

September 23, 2008

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327-7500

Facsimile
916.441.5507

To: Members, CSAC Executive Committee
From: Paul McIntosh, Executive Director
Re: **CSAC Dues Task Force Report**

The Task Force appointed by President Gordon has held two meetings and has directed staff to obtain data on different scenarios. However, given the budget plight of most of our members, the Dues Task Force has recommended that CSAC not increase dues in 2009. Program revenue should be sufficient to sustain programs without any increase.

The Task Force continues to look at the concept of incorporating dues from the National Association of Counties into the annual CSAC dues structure, although there are problems with such an approach. CSAC has surveyed other states and found that no other state incorporates NACo dues for their counties. Three western states (in addition to California) pay the dues for Western Interstate Region, though.

NACo dues are paid on a calendar-year basis while CSAC dues are collected on a fiscal year (July to June) basis. Some states indicated the reason they did not incorporate NACo dues was the accounting problems.

The NACo Board of Directors determined it would not increase dues for 2009. NACo uses a population basis to compute their dues and continues to use population data from 1995, which serves to dampen any dues increase.

The League of California Cities anticipates a dues increase at or near the annual inflation rate. League policy provides for an annual dues increase up to the change in consumer price index without any board action.

Another area that the Task Force is considering is an incentive approach for US Communities. Staff is reviewing the reimbursement structure to see if it is possible to create an incentive for the use of US Communities that would provide a reduction in CSAC dues computation if use in the pooled-purchasing program increased.

Recommendation

The CSAC Dues Task Force recommends that there not be any increase in dues assumed for the preparation of the 2009 budget. The Task Force will continue to review issues around dues computation and provide recommendations at a subsequent meeting.



September 23, 2008

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327-7500

Facsimile
916.441.5507

To: CSAC Executive Committee

From: Paul McIntosh, Executive Director

Re: CSAC Policy on Financial Involvement in Ballot Measure Campaigns

Recommendation. Staff recommends your consideration of the Draft Amendment to the CSAC Policy and Procedure Manual (attached) regarding financial participation in issue campaigns. This amendment is intended to clarify CSAC policy on such involvement in ballot measure issues.

Background. At your meeting on August 7, the PAC Task Force reported to the Executive Committee on its meeting and recommendations on formation of a PAC for California counties. At that meeting, the Executive Committee directed staff to continue working on a draft amendment to the CSAC Policy and Procedure Manual, incorporating comments from the committee. The draft is attached for your review and consideration.

The draft attempts to incorporate the following main points:

- CSAC is prepared to financially participate in an issue campaign if that issue has a direct impact on counties' authority, function, or fiscal health.
- Formation of an issue-based political action committee (PAC) is an *option* for financial participation in a campaign.
- The CSAC Executive Committee makes a recommendation on financial participation to the Board of Directors. The Board of Directors makes the final decision on participation, with a 2/3 vote of membership approving.
- If approved, staff will prepare and present a financial participation plan for approval by the Board of Directors.
- CSAC will abide by all state laws government political reporting and use of funds.
- CSAC will segregate public and private funds to ensure that no public funds are utilized for campaign-related activities, including administrative costs.

- If formation of a PAC is approved, the PAC will be discontinued upon resolution of the issue.

Policy Considerations. This draft was developed after a lengthy discussion on CSAC's future financial involvement in ballot measure campaigns. After discussing the pros and cons of developing a PAC, this draft was developed. It provides a PAC as an option for financial participation and develops a formal process for approval of expenditure of funds.

Action requested. The Executive Committee should direct staff as to next steps with this draft. The CSAC Board of Directors may be the appropriate venue to discuss and request final approval of this amendment.

Staff Contact. Please contact Paul McIntosh (pmcintosh@counties.org or (916) 327-7500 x506) or Jean Kinney Hurst (jhurst@counties.org or (916) 327-7500 x515) for additional information or questions.

Draft Amendment to CSAC Policy and Procedure Manual

Financial Involvement in Issue Campaigns

Recognizing that there is an increasing trend toward resolving public policy issues at the ballot in California, CSAC is prepared to participate financially in campaigns for or against those measures that have a direct impact on counties' authority, function, or fiscal health. Staff recommendation for such participation will be presented to CSAC officers, who may then direct staff to bring the issue to the Executive Committee. The Executive Committee will evaluate the issue and make a recommendation for action to the Board of Directors based on existing CSAC Legislative Platform principles, or in the absence of clear existing policy, based upon direct impact, if any, to county government. Staff may also recommend options for financial participation in a campaign, such as the formation of a political action committee (PAC) for purposes of fundraising for such activities or other means of financial participation.

If the Board of Directors, with a 2/3 vote of the membership approving, approves financial participation for purposes of financially supporting or opposing a given issue, staff will establish a financial participation plan for approval. CSAC will abide by all state laws governing political reporting and use of funds and will rely upon legal counsel opinion and analysis to ensure that funds are identified and segregated in accordance with such laws and regulations. At no time will public funds be utilized in any manner in support of an issue campaign. CSAC shall segregate and account for public and private funds accordingly, ensuring that at no time will public funds be utilized for campaign-related activities, including overhead and other administrative costs. If the formation of a PAC is approved, the PAC will function to support CSAC activities related to the issue and will be discontinued upon resolution of the issue.

9/23/08



MEMORANDUM

September 23, 2008

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327-7500

Fax
916.441.5507

To: Members, CSAC Executive Committee

From: Paul McIntosh, Executive Director

Re: California Statewide Community Development Authority (CSCDA) Appointments

The California Statewide Communities Development Authority (CSCDA or California Communities) is a joint powers authority sponsored by the California State Association of Counties and the League of California Cities.

California Communities' mission is to provide local governments and private entities access to low-cost, tax-exempt financing for projects that provide a tangible public benefit, contribute to social and economic growth and improve the overall quality of life in local communities throughout California.

Currently, staff of the California State Association of Counties and League of California Cities sit as board members and alternates to the Board of Directors of the CSCDA. Discussions around marketing and use of CSCDA programs, though, revealed a lack of understanding and broad-based knowledge of CSCDA. It was determined, through these discussions that it would be better for the board of CSCDA to be comprised of public or former public officials from around the state. CSAC and League staff would continue to participate in CSCDA activities in an advisory role pursuant to the existing administrative agreements between CSAC, the League and CSCDA.

To facilitate this transition, it is recommended that the following individuals be appointed to represent CSAC on the CSCDA Board of Directors:

Larry Combs - currently the County Administrator of Sutter County.

Larry Parrish - retired County Executive of Riverside County and former board member of the CSAC Finance Corporation.

Brent Wallace - former County Administrator of Inyo, Siskiyou and Tuolumne Counties, former Executive Director of the County Administrative Officers Association of California, and currently Senior Project Manager with Vanir Corporation.

Steve Kiel - former Legislative Director of CSAC and former Board member of the CSCDA and currently Labor Relations Manager for the County of Sacramento.

Recommendation

It is recommended that the four (4) nominees listed be appointed to the Board of Director's of the California Statewide Community Development Authority, replacing the current CSAC appointees (Paul McIntosh, Tom Sweet, Jean Hurst and Steve O'Brien) to that board. The appointment of Mr. Combs, Mr. Parrish and Mr. Wallace would be effective immediately. Mr. Kiel's appointment would become effective January 1, 2009.

The League of Cities will be making similar changes to their representation on the CSCDA Board.



County Counselors' Association of California

BOARD OF DIRECTORS

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Orange County

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Historian (Nonvoting)

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Sonoma County

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Dennis Bunting
Solano County

2006-2008 (South)

Ruth Stringer
San Bernardino County

2007-2009 (North)

Richard E. Winnie
Alameda County

2007-2009 (South)

Vacant

EXECUTIVE DIRECTOR

Jennifer B. Henning

MEMORANDUM

**To: Richard Gordon, CSAC President, and
Members of the Executive Committee**

From: Jennifer Henning, Litigation Coordinator *JH*

Date: October 9, 2008

Re: Litigation Coordination Program

Your Executive Committee has expressed an interest in learning more about the operations of the CSAC Litigation Coordination Program. This memorandum will provide you with information about the process for CSAC involvement in litigation matters.

History of Litigation Coordination Program

In the early 1980's, a series of tax assessment cases highlighted the need to coordinate litigation on a statewide level. The counties found that the lack of coordination resulted in significant duplication of effort, thereby wasting time and resources. In addition, counties recognized that it was important to inform the courts about the impact new published court decisions would have on counties across the State.

In 1983, a County Counsel Litigation Committee was formed to help coordinate multi-county litigation and file amicus briefs in cases of statewide interest. By 1985, the Litigation Committee was realizing the difficulties of trying to coordinate litigation through their individual offices without a central coordinator. The Committee began discussions to formalize litigation coordination through the creation of a full-time attorney position that would work with CSAC as Litigation Coordinator. On June 26, 1987, the CSAC Board of Directors formally created the Litigation Coordination Program within CSAC to provide three basic services: (1) coordination and support in multi-county litigation; (2) provision of amicus support to counties in cases of general interest; and (3) circulation of significant legal opinions and other legal matters of interest to the counties.

Structure of the Litigation Coordination Program

CSAC's Litigation Coordination Program is operated by the County Counsels' Association by contract. A copy of the contract is attached for your information. Under the contract, the County Counsels' Association's Executive Director serves as CSAC's Litigation Coordinator. The Program is overseen by a Litigation Overview Committee (LOC), which is comprised of County Counsels from all geographic regions of the State and of rural, suburban and urban counties.

The Program is funded by a litigation fee that is collected and held by CSAC. The litigation fee and budget is approved annually by the CSAC Board of Directors. Consistent with the terms of the contract, the funds are used to pay a portion of the Litigation Coordinator's salary, as well as a portion of the office expenses.

Program Operation Guidelines

The Program is governed by a resolution adopted by the County Counsels' Association's Board of Directors. The resolution, which is attached for your information, sets forth the procedures for coordinated litigation and amicus support.

In terms of amicus participation, cases are referred to the LOC from interested parties or brought to the LOC by the Litigation Coordinator. The LOC meets monthly to consider amicus requests,¹ and makes its determination on CSAC participation based on a number of factors, including: (1) whether the case raises an issue of statewide concern; (2) whether there are divergent views among counties as to the appropriate position to take in the litigation or an appeal; and (3) the importance of the issues raised to counties generally.

After reviewing and discussing the case, the LOC will make a recommendation on how CSAC should proceed. The recommendation can be any one of the following: (1) CSAC should fully participate as amicus; (2) CSAC should participate as amicus only on a limited issue in the case; (3) CSAC participation is not appropriate, but the County Counsels should be advised of the matter should any county wish to participate individually; or (4) the case is not appropriate for any amicus participation.

¹ For amicus requests that do not require full briefing (e.g. letter in support of a petition for review), the resolution authorizes the LOC to consider the case via e-mail. If any one member has a question or concern about the case, no action can be taken until a call is scheduled so that a full discussion can take place among the members.

If the LOC's recommendation is that CSAC participate in the matter, the recommendation is forwarded to the CSAC Executive Director for final approval. The Executive Director is provided a one-page document summarizing the case and the reasons for the LOC's recommendation. If the Executive Director accepts the recommendation, the Litigation Coordinator is then authorized to file documents with the court on CSAC's behalf as CSAC's litigation counsel.

Though not delineated in the governing resolution, as a practical matter the LOC does not recommend CSAC participation as amicus if any one member of the Committee objects to participation. If a member of the LOC has concerns with the case, the Committee believes it does not meet the resolution's participation criteria that there not be divergent views among counties.

Other Litigation Coordination Program Services

In addition to the amicus activity, the Litigation Coordination Program coordinates multi-county litigation. Recent examples include tax challenges and a class action foster care case. The Program also produces a monthly Litigation Update that details all amicus activity for the month and provides a summary of cases decided during that month that are relevant to counties. The Litigation Update is provided to all County Counsels and to the CSAC legislative staff. The LOC also assists with non-litigation legal matters, such as drafting and submitting comments to regulatory agencies (FPPC, FCC, etc.) on CSAC's behalf. Finally, the Program delivers an Annual Report to the CSAC Board of Directors with details of the Program's coordinated litigation and amicus cases for the year.

I hope this helps in your understanding of the Litigation Coordination Program. It is truly my pleasure to serve as CSAC's Litigation Coordinator, and to have the opportunity to collaborate with the State's County Counsels and work closely with CSAC members and staff. If you have any further questions, please do not hesitate to contact me.

Attachments: CSAC/County Counsels' Association Contract
Resolution 98-2

**AGREEMENT FOR PROVISION OF
LITIGATION COORDINATION SERVICES**

This Agreement is entered into this first day of October, 1996, by and between the California State Association of Counties ("CSAC") and the County Counsels' Association of California ("Association").

This Agreement is made with reference to the following facts:

A. CSAC is a nonprofit corporation whose membership consists of the 58 California counties. It is organized to provide legislative and other necessary services to counties.

B. The Association is a nonprofit mutual benefit corporation whose membership consists of the county counsels of the 58 California counties. One of the purposes of the Association is to provide for improvement of law affecting local agencies.

C. Since 1987 CSAC and the Association have co-sponsored a Litigation Coordination Program (the Program) which provides litigation coordination services to California counties. The purpose of the Program is to coordinate statewide litigation involving California counties, provide amicus support in cases which have been identified as being of interest to counties and provide other general litigation related services. The parties desire to continue to provide such services.

D. The Association conducts other business related to the advancement of public law and service to counties and operates a Continuing Legal Education (CLE) program coordinated by a CLE Coordinator under the supervision of the Association's Executive Director which inures to the benefit of CSAC member counties.

NOW, THEREFORE, the parties agree as follows:

1. Program Administration and Services: The Program shall be administered by the Association through a Litigation Overview Committee comprised of county counsels appointed by the Association's Board of Directors and a Litigation Coordinator, an attorney who also serves as Executive Director of the Association. The Association shall provide such professional expertise, direction and control as is deemed necessary and appropriate to provide Litigation Program services to CSAC and its member counties. Where appropriate, the program will coordinate the defense of multi-county litigation in an effort to save costs and duplication of effort for counties. When amicus action is recommended by the Litigation Overview Committee to CSAC and CSAC approves such a recommendation, the ensuing amicus action shall be taken in the name of CSAC and on CSAC's behalf. Counties may also be provided information necessary to participate in amicus activity individually or in groups of counties. The Association shall fully cooperate with CSAC to ensure that CSAC's Board of Directors and Executive Director are informed of the activities of the Litigation Program and that those activities are consistent with CSAC's objectives and policies. The Association shall provide an annual report and such other information and documentation of Litigation Program activities as may be reasonably requested by CSAC.

2. The Continuing Legal Education Program (CLE). In consideration of the Association's participation in the Litigation Program, and recognition that the CLE program provides valuable continuing legal education benefits to CSAC member counties and is closely identified with the activities and services of the Litigation Program, CSAC will assist the Association in the conduct of the CLE program by providing support staff and other resources under the terms set forth in this Agreement. The CLE program shall be administered separately from the litigation program and shall be funded solely by the Association.

3. Funding. The Association shall submit a litigation program budget to the CSAC Board of Directors on or before April 1 of each year for the fiscal year commencing July 1 through June 30. The CSAC Board of Directors shall annually adopt a program budget and assess fees from its member counties consistent with the budget. Invoices shall be sent to the

counties each year in time to allow inclusion of the fee in the counties' budget process. Upon collection, program funds, referred to herein as "litigation funds" are the property of the Association. The funds and budget described in this paragraph do not include the CLE program.

4. Employees: Employees shall consist of:

- (a) a Litigation Coordinator.
- (b) a Litigation Secretary
- (c) a CLE Coordinator
- (d) Such other staff as the parties from time-to-time determine are required to perform the functions of the Program.

Employees shall be CSAC employees. The Association shall be solely responsible for hiring, directing, managing and shall have exclusive control, responsibility and discretion over employees in the performance of their duties, including but not limited to direction and supervision of the scope and content of work, schedules, travel, discipline, performance evaluation, and termination, provided, however, that such control, responsibility and discretion shall be exercised in a manner consistent with CSAC's employment policies and procedures and with all applicable federal and state labor and employment laws.

5. Salaries and Benefits. The Association shall determine salaries to be paid to employees and increases thereto consistent with budgets. Salaries shall generally be consistent with CSAC policies. Except as otherwise specifically provided, all employees shall participate in all standard CSAC employment welfare, retirement and fringe benefit plans and programs and sick leave and vacation plans as they currently exist and as they may from time to time be modified or changed.

(a) Litigation Coordinator: The salary of the Litigation Coordinator shall be paid 80% with litigation funds collected under Paragraph 3 of this Agreement and 20% with Association funds in recognition that the Litigation Coordinator also serves as Executive Director of the Association and supervises the CLE program. Association shall pay to CSAC in advance each month, upon receipt of an invoice from CSAC, an amount

representing 20% of the total monthly salary and indexed benefit payroll costs for the Litigation Coordinator. "Indexed benefit payroll costs" are defined as those benefits or payroll costs which vary according to the amount of salary of the employee, including but not limited to premiums for life insurance, accidental death and disability insurance, workers' compensation insurance, retirement contributions, and applicable payroll taxes. Indexed benefit payroll costs shall not include premiums for medical, dental and vision care insurance and those costs shall be paid solely by CSAC in accordance with the benefit package available to CSAC employees. The Litigation Coordinator shall receive and use vacation leave as determined by the Association.

(b) Litigation Secretary: The Litigation Secretary's salary and benefits shall be paid 100% from litigation funds.

(c) CLE Coordinator. The salary and benefits of the CLE Coordinator shall be paid 100% by the Association. The Association shall pay to CSAC in advance each month, upon receipt of an invoice from CSAC, an amount representing the total monthly salary and benefit payroll costs for the CLE Coordinator. "Benefit payroll costs" shall include, but are not limited to, premiums for life insurance, accidental death and disability insurance, medical, dental and vision care insurance, retirement contributions, and applicable payroll taxes.

6. Bookkeeping and Payroll Services. CSAC shall provide the Litigation Program with bookkeeping and payroll services which shall cover 100% of the salary of all program employees. In consideration for its bookkeeping, payroll, benefit and management services, CSAC shall be entitled to an overhead fee in the amount of 2 1/2% of the salaries and benefit payroll costs described in paragraph 5 (a) and (b) which are actually charged to litigation funds. The Association shall pay to CSAC an overhead fee in the amount of 5% of the salary and benefit payroll costs payable by the Association as described in paragraphs 5(a) and 5 (c), provided that the overhead rate charged to the Association shall be no greater than that charged

CSAC affiliates for the same or similar services.

7. Office Space. CSAC shall provide Association employees with adequate office space reasonably necessary to perform the functions of the Program. This space shall be located within or near CSAC's offices and shall include no less than two private offices and one secretarial station. CSAC shall be entitled to a reasonable rental as negotiated from time to time between CSAC and the Association payable out of litigation funds for the space allocated to the Litigation Coordinator and the Litigation Secretary. The Association shall pay to CSAC in advance each month, upon receipt of an invoice from CSAC, rent for the office space used by the CLE coordinator at the same rate as that paid out of litigation funds. In the alternative the Program may lease from a third party to the extent adequate and affordable space allowing access to CSAC is available.

8. Office Facilities. CSAC shall provide Program Employees with acceptable furniture, telephones, computers and other office equipment and services reasonably necessary to perform the functions of the Program. CSAC shall make available to Program Employees common office facilities and office equipment generally available to CSAC employees and programs, including access to conference rooms, reference materials, reception, copy machines, printing, postage, conference equipment, computer network and the CSAC conference call line. For the CLE Program CSAC shall prepare a monthly invoice payable by the Association which shall contain an itemization of all office facilities costs of the CLE Program.

9. Library. An adequate law library reasonably necessary to carry out the functions of the Litigation Program shall be funded with litigation funds. Maintenance of the library shall be the responsibility of and library acquisitions shall be made in the sole discretion of the Litigation Coordinator. It is contemplated that with minor exceptions the library will be on-line or CD-ROM or a similar electronic system and will be accessible to both litigation program and CSAC legislative staff through the CSAC computer network.

11. Accounting. CSAC shall provide all accounting and fiscal services for litigation funds and shall provide the Litigation Coordinator with a monthly report of litigation fund expenditures and revenues. Upon reasonable request by the Association, CSAC shall make available all financial records and reports relevant to this Agreement.

12. Indemnification: The Association agrees to indemnify, defend and hold harmless CSAC, its officers, employees or agents from and against all claims, liability, loss, damages, judgments, demands, or expenses for injury to or death of any person and for injury or damage to any property which arises out of the acts or omissions in connection with the services performed pursuant to this Agreement by the Association, its officers or agents and with regard to any action taken by the Association in the management, control and supervision of any of the employees hired pursuant to this Agreement. CSAC agrees to indemnify, defend and hold harmless Association, its officers, employees and/or agents from and against all claims, liability, loss, damages, judgments, demands, or expenses for injury to or death of any person and for injury or damage to any property which arises out of the acts or omission in connection with the services performed pursuant to this Agreement by CSAC, its officers, employees or agents.

13. Term and Termination of the Agreement: The term of the Agreement is for the period commencing on the date of the Agreement and ending upon 30 days notice of termination given by either party. A failure by the CSAC Board of Directors to assess the fees described in paragraph 3 of this agreement shall constitute termination and CSAC shall provide 30 days notice to the Association of such termination.

14. Post-Termination Expenses; Unemployment and Workers' Compensation Insurance. Association acknowledges that CSAC, in accordance with California law, is self-insured for unemployment compensation purposes, and that CSAC currently carries independent insurance to cover its workers' compensation liability. Association agrees to reimburse CSAC for any additional unemployment and workers' compensation costs incurred by CSAC in connection with or as a result of the CLE Program Coordinator's employment under this Agreement. These costs

include, but are not limited to, any payments CSAC is required to make to the State of California by reason of any claim for unemployment benefits filed by the CLE Program Coordinator. With respect to any such additional unemployment and workers' compensation costs incurred by CSAC in connection with or as a result of the Litigation Coordinator's employment under this Agreement, Association agrees to reimburse CSAC for 20% of any such costs. This obligation to reimburse such costs shall extend beyond the termination of this Agreement and shall continue until CSAC is paid in full for all such costs.

15. Termination of Agreement for Nonpayment. This agreement shall terminate as provided in paragraph 13. Additionally, CSAC may terminate this Agreement and/or may adjust payments to or on behalf of the Program Employees at such time as the Association is 45 days or more past due in making its monthly reimbursement payments to CSAC. Before terminating the Agreement under this paragraph, CSAC shall give Association written notice that the monthly reimbursement payment is 45 days past due, and shall provide Association with 30 additional days from the date of such written notice to cure the default. CSAC's waiver or nonenforcement of this provision at any time shall not be deemed a waiver of CSAC's rights to enforce this provision.

14. Enforceability. This Agreement shall be governed by and construed according to the laws of the State of California. Any legal action to enforce this Agreement shall be brought in Sacramento County, California.

15. Notice. Any notice require or permitted to be given under this Agreement or pursuant to law shall be considered given when personally delivered or sent, provided such notice is sent by United States mail, postage prepaid, addressed to the parties as designated below or as otherwise noticed by the parties:

Association: Executive Director
County Counsels' Association of California
1100 K Street, Suite 101
Sacramento, California 95814

CSAC: Executive Director
California State Association of Counties
1100 K Street
Sacramento, California 95814

16. Entire Agreement. This Agreement contains the entire agreement and understanding between the parties with reference to the Litigation Coordination Program and supersedes any prior or contemporaneous written or oral agreements between them respecting the Program.

17. Amendment. This Agreement may be amended only by a writing duly signed by the Executive Director of CSAC and the President of the Association.

The parties have executed this Agreement on the date first above written.

COUNTY COUNSELS' ASSOCIATION
OF CALIFORNIA

CALIFORNIA STATE ASSOCIATION OF
COUNTIES

By: _____ (original signed)
Steven M. Woodside, President

By: _____ (original signed)
Steven Szalay, Executive Director

RESOLUTION 98 - 2

(Adopted January 28, 1998
Amended September 8, 2004)

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COUNTY COUNSELS' ASSOCIATION OF CALIFORNIA ADOPTING
LITIGATION COORDINATION PROGRAM
OPERATING GUIDELINES**

WHEREAS, the Board of Directors is empowered to make policies and regulations, not inconsistent with the Bylaws; and

WHEREAS, the Board of Directors now desires to restate and modify the policies and procedures concerning the Litigation Coordination Program of the Association that are presently set out in a document entitled "Litigation Guide", NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

**LITIGATION COORDINATION PROGRAM
OPERATING GUIDELINES**

The Litigation Coordination Program is sponsored by the California State Association of Counties (CSAC) and administered by the County Counsels' Association of California. The Program is overseen by a Litigation Overview Committee (the LOC), comprised of county counsels representing all areas of the state, five members of which constitute a quorum. The LOC monitors litigation raising issues of concern to counties statewide, coordinates the defense of major multi-county litigation, and provides amicus support where appropriate. The services provided by the Program are intended to benefit counties in two principal ways: to achieve cost savings by avoiding duplication of effort and to strengthen the response of each county to litigation that affects its interests.

A. COORDINATED LITIGATION

A case may be coordinated through the Litigation Coordination Program where:

- multiple counties have been, or it appears likely will be, sued by a common plaintiff;
- the counties wish to pursue a common defensive or offensive strategy; and
- the case raises issues of statewide concern.

1. Approval by Litigation Overview Committee

Only those cases which the LOC has approved for coordination will be treated as coordinated cases. The Chair and Vice Chair of the LOC are authorized to appoint a coordinating committee for such cases and appoint the chair.

2. Requests for Coordination

Requests for the coordination of litigation which is believed to be of statewide significance should be made in writing and addressed to the Executive Director of the County Counsels' Association who will take them to the LOC for approval. The Executive Director may also identify litigation in which coordination appears appropriate and recommend that the LOC offer coordination.

3. Threatened Litigation

The LOC may intervene at an early stage when litigation is threatened in areas having a substantial impact on counties statewide. As an example, a coordinating committee might be established to negotiate directly with the parties in an attempt to achieve settlement of a controversy before the expenses of litigation are incurred. Or a committee might be established to formulate the counties' legal position for presentation to an administrative or legislative body whose decision on a matter is likely to involve counties in litigation.

4. Responsibilities of the Executive Director

It is recognized that the Executive Director is not attorney of record for any individual county and has no standing to speak for or act on behalf of county(ies) in a coordinated proceeding without specific, appropriate authorization.

- a. With respect to cases filed against multiple counties, with consent of the chair(s) of the LOC or the President of the County Counsels' Association, the Executive Director may alert county counsels to the existence and nature of such litigation, advise them of the date that the LOC will consider coordination, and provide any information that would be immediately necessary or helpful prior to and pending the LOC's consideration of the case. With the consent of the chair(s) prior to the LOC's consideration of the case, the Executive Director may, if circumstances warrant, contact opposing counsel to obtain information which would be of immediate assistance to county counsels and the LOC, provided that the Executive Director makes it clear that such contact is not made as a representative of any or all defendants.
- b. With respect to all coordinated cases, the Office of the Executive Director will perform those administrative tasks needed to coordinate the proceedings. These include, but are not limited to, the following:
 - i. Setting up conference calls, as needed;
 - ii. Circulating notices, documents for signature, etc., as needed;

- iii. Compiling a central repository for all documents necessary for coordination.
- c. The Executive Director may attend meetings with committee members, party litigants or other interested agencies or parties when necessary or desirable for purposes of coordination or monitoring.
- d. At the request of the Chair of the Coordinating Committee and with the general approval of the LOC, the Executive Director may take a more active role in the litigation, as a consultant to the county counsels who comprise the coordinating committee. This role can range from providing a legal analysis of issues to participating in settlement discussions.
- e. The Executive Director will keep abreast of the status of all coordinated cases and will report on their status to all county counsels as appropriate.

B. AMICUS ACTIVITY

It is recognized that the Executive Director is not the attorney of record for any individual county and cannot file papers or make appearances on behalf of any individual county appearing as amicus curiae without authorization from that county to act as special counsel. The Executive Director may, however, act as Litigation Counsel for CSAC when authorized to do so by the CSAC Board of Directors or its designee.

1. Requests for Amicus Assistance

- a. Form of Request. Requests for amicus assistance should be sent to the Executive Director and should briefly summarize the status of the litigation and the legal issues involved. Copies of the relevant documents (e.g., the trial court's statement of decision and the Points and Authorities filed below, or the Court of Appeal opinion and the briefs, etc.) should be included with the request; and the pertinent deadlines for action should be specified. Requests for amicus assistance are to be made or approved by the county counsel of the requesting county. The executive director may confirm with the county counsel or the designated representative to the association whether a particular request has been approved in accordance with the county's own guidelines
- b. Requests for Letters in Support for Petitions for Hearing, Publication-Depublication, Etc. If the request is for a letter in support of publication or depublication of an opinion or in support of a petition for review, the transmittal letter should show how the standards for publication, see Cal. R. Ct. 976(b), or California Supreme Court review, see Cal. R. Ct. 29(a)(1), are or are not satisfied. A draft letter is also helpful, particularly when the letter needs to be filed quickly. See, e.g., Cal. R. Ct. 978 and 979 (time limits for

seeking publication/depublication). A service list should be enclosed.

- c. Any member of the LOC or the Executive Director may call the LOC's attention to cases which may warrant amicus activity.

2. Evaluation by LOC

Except as provided herein, all requests for amicus assistance will be evaluated by the LOC. In determining whether to recommend that counties provide the amicus assistance requested or participate in an amicus effort, the LOC may consider the following:

- whether the case raises issues of statewide concern;
- whether there are divergent views among counties as to the appropriate position to take in the litigation or on appeal;
- the importance of the issues raised to counties generally;
- the magnitude of the impact of an adverse decision in the case on counties;
- the degree of likelihood that the argument(s) advanced will be sustained on appeal;
- the extent to which the case is a good test case; e.g., is the factual record strong or weak with respect to the issues to be litigated;
- the extent to which there are distinct arguments to be made on behalf of counties that will not simply duplicate those made by a party;
- with respect to a recommendation that counties join in an amicus brief to be prepared by a third party, the likelihood that the counties' position will be advanced effectively in the amicus brief.

The LOC may recommend that amicus support be provided on limited issues or for a principle which might be jeopardized if an adverse decision is rendered, without taking a position on the arguments advanced by a party.

The LOC may recommend that a brief be prepared which focuses on the interests of counties and the practical implications and impact of the decision, rather than on strictly legal arguments. In appropriate cases, the Executive Director may circulate questionnaires among the counties to gather information which will form the basis for the impacts argument.

3. Responsibilities of the Executive Director

The Executive Director's responsibilities, with respect to amicus activities, include the following.

- a. Respond in a timely fashion to requests for amicus support.
 - i. Ordinarily, requests for amicus assistance will be placed on the Agenda for the next LOC meeting for review and recommendation as to county action or action on behalf of CSAC.
 - ii. Where action would be required before the next LOC meeting, or when any action recommended by the LOC could not be implemented before the deadline for action expires, and the case appears to involve a significant matter of statewide concern, the Executive Director may:
 - (a) Schedule a special meeting with LOC members to consider the matter;
 - (b) With the approval of a chair of the LOC, circulate the request, with the comment that the LOC has not reviewed the matter and has made no recommendation; or
 - (c) In certain cases (see below), act on his/her own motion.
- b. With the approval of the LOC, the Executive Director may draft or file an amicus brief or other document or make an appearance as Litigation Counsel for CSAC in any type of proceeding.
- c. Without action of the LOC at a regularly scheduled meeting, and after consultation with a chair of the LOC or member of the Executive Committee, the Executive Director may, as Litigation Counsel for CSAC, prepare and file a request for depublication of an opinion, publication of an opinion, or a letter in support of or against a petition for review if both of the following conditions are met:
 - i. The filing requirements in the case are such that time does not permit the Executive Director's recommended action to be considered by the LOC on the next regular LOC agenda; and
 - ii. The Executive Director has submitted the recommended action via e-mail or other appropriate form of communication to the LOC and no member has raised a concern within the time frame indicated by

the Executive Director about the recommended action. If any one member raises a concern about the recommended action, the Executive Director shall not act on the matter unless the LOC in a special meeting makes a determination on the matter.

(Added by Board Resolution dated September 15, 1999. Amended on April 21, 2004)

- d. The Executive Director will keep abreast of the amicus activities of the League of California Cities with a view toward coordinating amicus support where the interests of cities and counties coincide.

C. CASE MONITORING

The Executive Director will assist in identifying and, with the approval of the LOC, will monitor emerging issues of significant concern to counties statewide which are the subject of pending litigation. Cases raising such issues will be put on closer watch, for possible coordination or county-initiated amicus activity. All requests for case monitoring will be reviewed by the LOC.

D. REQUESTS FOR INFORMATION

Simple requests for information as to other counties' practices or procedures or ways of handling particular problems will be circulated for individual county response to the requesting party, without review by the Litigation Overview Committee.

PASSED AND ADOPTED this 28th day of January, 1998, by the following vote of the Board of Directors: All Ayes

Michael H. Krausnick, Secretary-Treasurer

CSAC 114TH ANNUAL MEETING PROGRAM

Monday, December 1, 2008

8:30 am – 5:00 pm	California Clerk of the Board of Supervisors Association (CCBSA) California Quiz
8:30 am – 6:00 pm	CSAC Conference Registration Opens
8:30 am – 6:00 pm	CSAC Internet Area
10:00 am – 12:00 pm	CSAC Agriculture and Natural Resources Policy Committee Meeting
10:30 am – 11:30 am	Orientation for First-Time Attendees
12:00 pm – 2:00 pm	CSAC Kick-Off Luncheon
2:30 pm – 4:30 pm	CSAC Concurrent Policy Committee Meetings Housing, Land Use and Transportation Health and Human Services
2:30 pm – 4:30 pm	CSAC Workshop California's Water Dilemma: Finding the Solution
3:00 pm – 5:00 pm	County Counsels' Association Meeting
3:30 pm – 6:30 pm	Exhibit Hall Opening and Reception
5:00 pm – 6:00 pm	CCBSA Welcome for New Clerks
6:00 pm Edgewater Grill 861 West Harbor Drive	CCBSA Welcome Reception and Dinner CCBSA Members and Invited Guests (Advance RSVP on CSAC registration form is required) Hosted By San Diego County Clerk of the Board

Tuesday, December 2, 2008

7:00 am – 8:15 am	California Women Lead (Formerly CEWAER) Breakfast
8:00 am – 5:00 pm	CSAC Conference Registration Opens
8:00 am – 5:00 pm	CSAC Internet Area
8:00 am – 9:30 am	County Engineers Association of California (CEAC) Concurrent Policy Committee Meetings Flood Control and Water Resources Policy Committee Surveyor Policy Committee
8:15 am – 9:30 am	CSAC Opening General Session/Keynote Address
8:30 am – 5:00 pm	CCBSA California Quiz
9:45 am – 10:45 am	CCBSA Concurrent Workshops: New Clerks Institute On-Line Resources for Clerks of the Board
10:00 am – 12:00 pm	CSAC Government Finance and Operations Policy Committee Meeting
10:00 am – 12:00 pm	CSAC Concurrent Workshops Ethics Training for County Officials Intergenerational Programs: Affecting Social Change
10:00 am – 12:00 pm	County Public Information Officers' Meeting
10:00 am – 12:00 pm	CEAC Solid Waste Management Policy Committee Meeting
11:00 am – 12:00 pm	CCBSA Workshop New Laws



Tuesday, December 2, 2008

11:00 am – 1:45 pm	Exhibit Showing & Luncheon
12:30 pm – 1:30 pm	Legislative Coordinators Meeting
2:00 pm – 4:00 pm	CSAC Administration of Justice Policy Committee Meeting
2:00 pm – 4:00 pm	CSAC Concurrent Workshops Counties and Businesses Working Together for Maximum Efficiency Cities, Counties and Schools Partnership: Engaging Cities and Schools in Collaborative Efforts
2:00 pm – 4:00 pm	CEAC Transportation Policy Committee Meeting
2:00 pm – 4:00 pm	CCBSA Workshop: Environmentally Friendly Records Management
4:00 pm – 5:30 pm	CEAC Concurrent Policy Committee Meetings Land Use Policy Committee Oversight and Special Tasks Committee
4:00 pm – 7:00 pm	Urban Counties Caucus Board Meeting and Dinner
4:30 pm – 5:30 pm	Rural County Caucus Meeting
4:30 pm – 6:00 pm	Suburban County Caucus Meeting
6:30 pm – 9:00 pm	County Night

Wednesday, December 3, 2008

7:00 am	CSAC Annual Fun Run
7:45 am – 8:15 am	CSAC Regional Meetings
7:45 am – 8:15 am	Bay Area Caucus Meeting
7:45 am – 8:15 am	CSAC Past Presidents' Council
8:00 am – 12:00 pm	CSAC Conference Registration Open
8:00 am – 12:00 pm	CSAC Internet Area
8:15 am – 9:30 am	CSAC General Session
8:30 am – 12:00 pm	CCBSA California Quiz
9:00 am – 11:00 am	CEAC Breakfast/General Session
9:45 am – 12:00 pm	CCBSA Workshop Effectively Impacting Legislation
10:00 am – 11:45 am	CAOAC Workshop Cost Savings and Other Actions That May Be Taken to Improve Local Law Enforcement Programs and Public Safety
10:00 am – 12:00 pm	CSAC Concurrent Workshops Managing Change: Understanding the Demographics of the Evolving Workforce Redefining Corrections in the 21st Century
10:00 am – 12:00 pm	CSAC Corporate Associates Meeting
12:00 pm - 1:30 pm	CSAC Luncheon and General Assembly
12:00 pm	CLODS Barbecue

CSAC 114TH ANNUAL MEETING PROGRAM

Wednesday, December 3, 2008

1:30 pm – 4:00 pm	CCBSA Annual Business Meeting
2:00 pm – 4:00 pm	CSAC Board of Directors Meeting
2:00 pm – 4:00 pm	CAOAC Workshop Department of Fish and Game Presentation – Programs, Projects and Priorities
3:00 pm – 4:30 pm	CSAC Workshop "Hot" Issue of the Day
4:00 pm – 5:00 pm	CCBSA Roundtable
4:15 pm – 5:15 pm	CAOAC Business Meeting
5:30 pm – 7:00 pm	CCBSA Member Recognition Reception and Installation of Officers
6:30 pm – 7:15 pm	CSAC President's Reception
7:15 pm – 10:00 pm	CSAC Annual Banquet/ Installation of CSAC Officers

Thursday, December 4, 2008

8:00 am – 9:30 am	CEAC Breakfast and Installation of Officers
8:30 am – 9:45 am	CCBSA Executive Committee Meeting
8:30 am – 5:00 pm	CSAC New Supervisors Institute
9:00 am – 4:00 pm	Coastal Counties Meeting
10:00 am – 12:00 pm	CEAC Board of Directors Meeting
10:00 am – 12:00 pm	CCBSA Workshop: Demonstration of New Programs Documentum Agenda Process Citizen Advisory Boards

Friday, December 5, 2008

8:30 am – 12:00 pm	CSAC New Supervisors Institute
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September 23, 2008

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327-7500

Facsimile
916.441.5507

TO: CSAC Executive Committee

FROM: Paul McIntosh, CSAC Executive Director
Karen Keene, CSAC Federal Coordinator

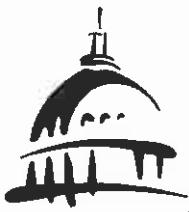
RE: Discussion on Federal Legislative Strategy for 2009

Please find attached the following background materials for your scheduled discussion of the Federal Legislative Strategy for 2009:

- **Presidential Transition White Paper:** Summarizes the process for the transfer of presidential power from President Bush to his successor.
- **Strategy and Approach to Working with the New Administration:** Provides very preliminary ideas for working with incoming White House and administrative agency officials.

We plan to seek your thoughts and comments regarding these materials, particularly the "New Administration Strategy," for purpose of fine-tuning.

CSAC staff also plans to share with you a wrap-up of the 2008 Congressional Session, including a report on the 2008 California Congressional Elections.



PRESIDENTIAL TRANSITION

On January 20, 2009, the transfer of presidential power from President Bush to his successor will be a symbolic and literal exchange of executive authority. In order to ensure a successful and smooth transition, a number of major issues will need to be addressed by the outgoing and incoming administration.

Although a key factor of every presidential transition process is the changeover's effect on major economic and domestic policy, an especially important consideration is the continuity of the federal government as it pertains to foreign policy and national security matters. As U.S. troops continue to stage a presence in Iraq and Afghanistan, and with the U.S. relationship with countries such as Iran and Russia facing new and emerging challenges, it will be particularly important for the new administration to be privy to all essential information and intelligence related to our nation's security.

A number of the key elements of the presidential transition process are discussed below.

Funding

The Presidential Transition Act of 1963 (PTA) (Public Law 88-277) authorizes funding for the expiration of the term of office of a president and the inauguration of a new president. The law has been amended several times to reflect the growing needs of the transition process.

Under the PTA, the General Services Administration (GSA) is authorized to provide appropriate office space, compensation to staff, payments for travel expenses, communication services, and other items connected to the transition to the president-elect and vice president-elect. Funding for the incoming administration is provided starting the day after the general election and up until 30 days after the inauguration.

As for the outgoing administration, the GSA is authorized to provide up to seven months of funding – starting from one month before the inauguration – to assist the president and vice president into moving back to private life.

Similar to regular budget requests, funding for the presidential transition process must go through the annual appropriations process. It should be noted that President Bush

requested \$8,520,000 in funding for the upcoming presidential transition in his fiscal year 2009 budget proposal.

Pre-inauguration Planning & Structural Decisions

The incoming president only has 11 weeks from the time he is elected to the time he is inaugurated. Incidentally, many experts believe that presidential candidates need to start planning at least six months prior to inauguration for the transition process to operate smoothly.

Once the election is over, the incoming president will make a number of critical decisions, such as assembling his top White House staff, as well as selecting a cabinet that will be responsible for implementing the various federal laws.

It should be noted that the PTA also authorizes a formal orientation process between incoming political appointees and federal employees in order to better support the transition process.

Continuity of the Federal Government

The period of transition known as “lame duck” refers to the time when the current president has authority but little influence over policy. On the other hand, the president-elect has no authority, but typically possesses considerable influence. During this period, it is essential for the president and president-elect to maintain stability and order within the federal government as to ensure that domestic and international security prevails during the lame-duck season.

For example, Congress requires that the outgoing president provide a detailed, classified report of specific operational threats to national security; major military or covert operations; and pending decisions on possible uses of military force. This report is due to the president-elect soon after the general election in November.

Priorities of the New Administration

During the 11 weeks prior to inauguration, the president-elect usually has made key management decisions, such as personnel, administrative procedures, and budget configurations. After the inauguration, the primary focus of the new administration often is to act on policy promises made during the campaign.

As part of the process, the incoming president usually develops or fine tunes his administrative initiatives, as well as his legislative program. Soon thereafter, the new president presents his administration’s legislative agenda to Congress.



STRATEGY AND APPROACH TO WORKING WITH THE NEW ADMINISTRATION

Given the uncertainty surrounding the upcoming presidential election, it is somewhat challenging to devise a precise strategy relative to working with the next administration. Nevertheless, a few general steps can be taken to maximize our efforts to establish a positive working relationship with incoming White House and administrative agency officials.

Shortly after the election, a transition team will be named by the president-elect to assist him in making a smooth transition to the Oval Office. It is a hectic time in Washington and, based on our previous experience, extremely difficult to meet with transition team members. In addition to "setting up" the new government, team members are deluged with literally tens of thousands of resumes from individuals seeking employment in the new administration. Needless to say, if we have any pre-existing relationships with any transition team members, we certainly will make an effort to contact them.

Naturally, the first order of business is for the president-elect to appoint his top White House staff and cabinet members. Lower-level appointments, such as the White House Office of Intergovernmental Affairs, will come later, probably in late winter or early spring.

Our primary focus will be on those agency appointees who will be working on county-related issues in the new administration. Agencies that fall under this category include the Office of Management and Budget, the Department of Health and Human Services, the Department of Transportation, the Justice Department, and the new director of Intergovernmental Affairs (IGA).

Once a new IGA director has been named, it would be advisable for CSAC to contact the director in order to open the lines of communication between the White House and the association. Our office will work with IGA on an ongoing basis, and will arrange for a meeting between CSAC officials and the IGA director early in 2009.

Additionally, CSAC should be prepared to submit a budget letter to IGA and to the director of the Office of Management and Budget regarding the association's top appropriations-related issues. This proactive step, which should occur early in the New Year, would ensure that the new administration is aware of California counties' primary funding issues prior to the president submitting his own budget request to Congress.

We also will be working with key members of the California Congressional Delegation to promote CSAC's agenda with the new administration. For example, if Senator John McCain is elected president, we will work with Republican members of the Delegation to advance CSAC's federal program with the executive branch. Obviously, if Senator Barack Obama prevails, we will work with the California Democratic Delegation.

Although it is desirable to establish and maintain good contacts with the executive branch, the primary focus in any federal lobbying effort is with members of Congress, particularly with lawmakers who serve on committees that have jurisdiction over county-related issues. Simply put, Congress is where legislation is written, including the various appropriations bills that fund federal programs of interest to counties.

2008 CSAC CALENDAR OF EVENTS

January

- 23-25 CSAC Corporate Associates Meeting, La Jolla, San Diego County
- 31 CSAC Executive Committee Meeting, Sacramento, Sacramento County

March

- 1-5 NACo Legislative Conference, Washington D.C.
- 5-7 2008 Public Works Officers Institute & CEAC Spring Conference, Hilton Torrey Pines in La Jolla, San Diego County
- 20 CSAC Board of Directors Meeting, Sacramento, Sacramento County

April

- 10 CSAC Executive Committee Meeting, Santa Monica, Los Angeles County
- 16 CalTRUST Annual Meeting, Carmel, Monterey County
- 17-18 CSAC Finance Corp. Annual Meeting, Carmel, Monterey County
- 17-18 San Joaquin Valley Regional Association Conference, Bass Lake, Madera County

May

- 21-22 CSAC Legislative Conference, Sacramento, Sacramento County
- 22 CSAC Board of Directors Meeting, Sacramento, Sacramento County
- 21-23 NACo Western Interstate Region (WIR) Conference, St. George Utah

June

- 12-13 CCS Partnership Summit and Joint Board Meeting, Burlingame, San Mateo County

July

- 11-15 NACo Annual Conference, Kansas City, MO

August

- 7 CSAC Executive Committee Meeting, Sacramento, Sacramento County

September

- 11 CSAC Board of Directors Meeting, Sacramento, Sacramento County
- 17 CalTRUST Fall Meeting, La Jolla, San Diego County
- 18-19 CSAC Finance Corp. Fall Meeting, La Jolla, San Diego County
- 24-26 RCRC Annual Meeting, El Dorado County

October

- 8-10 CSAC Executive Committee Retreat, San Mateo County
- 15-17 CAOAC Annual Meeting, Morro Bay, San Luis Obispo County
- 22-24 San Joaquin Valley Regional Association Conference, *Location TBD*

December

- 1-4 CSAC 114th Annual Meeting, San Diego County
- 3 CSAC Board of Directors Meeting, San Diego, San Diego County
- 4-5 New Supervisors Institute, Session I, San Diego, San Diego County