

MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



3.3
(MT 9617)

On motion of Supervisor Jeffries, seconded by Supervisor Perez and duly carried, IT WAS ORDERED that the recommendation from 9413 Executive Office regarding Board Policy Manual Update - Rescind Board Policies A-20, A-40, A-71, B-17, H-28, H-31, H-33, H-34 ; Approval of revised Board Policies B-34, B-23, A-43, & D-2, All Districts, is taken off calendar.

Roll Call:

Ayes: Jeffries, Washington, Perez and Hewitt
Nays: None
Absent: Spiegel

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on April 16, 2019 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors
Dated: April 16, 2019
Kecia Harper, Clerk of the Board of Supervisors, in
and for the County of Riverside, State of California.

(seal)

By: *Kecia Harper* Deputy

AGENDA NO.
3.3

xc: EO, COB

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM
3.3
(ID # 9617)**

MEETING DATE:

Tuesday, April 16, 2019

FROM : EXECUTIVE OFFICE:

SUBJECT: EXECUTIVE OFFICE: Board Policy Manual Update - Rescind Board Policies A-20, A-40, A-71, B-17, H-28, H-31, H-33, H-34 ; Approval of revised Board Policies B-34, B-23, A-43, & D-2; All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Rescind Board Policy A-20: Destruction of Records, A-40 Private Juvenile Facility, A-71 Veteran Incentive Purchasing Program, B-17 Disabled Veteran Local Business Enterprises, H-28 Monroe Conference Center of the Desert, H-31 Indo Hills Community Center Facility Use, H-33 Bermuda Dunes Community Center, H-34 Mesa Verde Community Center;
2. Approve revisions to the following Board Policies: B-34 Procurement Preference Program (P3), B-23 Health Privacy Policy, A-43 County Records, and D-2 Use & Purchase of County Vehicles;
3. Approve a pilot program to allow the waiver of the Procurement Preference Program (P3) for the purpose of multi-jurisdictional procurements through April 30 2021;
4. Direct the Purchasing Director to report back quarterly to the Board on the results of multi-jurisdictional procurements and,
5. Direct the Clerk of the Board to update the Board Policy website with the revised and rescinded Board policies.

ACTION:Policy

MINUTES OF THE BOARD OF SUPERVISORS

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: N/A			Budget Adjustment:	No
			For Fiscal Year:	18/19

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

The Executive Office and County Counsel are in the process of comprehensively reviewing and updating the Board of Supervisors Policy Manual. Staff has consulted with County Counsel for consistency of board policies with current laws, regulations and ordinances; and solicited input on the proposed revisions to policies from the Assistant County Executive Officers (ACEOs), Department Heads, and the Chiefs of Staff of the Board of Supervisors.

Board Policy B-34 Procurement Preference Program (P3) incorporates various preference programs that encourages local, small businesses, veteran owned, minority owned, & women owned businesses to compete for contracts of all types. As part of the policy change for B-34 we recommend a pilot program to allow the waiving of the P3 for the purpose of multi-jurisdictional procurements for 24 months. Riverside County Purchasing and Fleet Services is coordinating efforts with neighboring counties to combine purchases in order to receive deeper discount The 24-month period will allow enough time to sync with neighboring county's bidding activities. Neighboring county contracts expire at different times so this will allow time for coordinated efforts. This will allow at least one cycle of a large purchase effort, such as vehicle purchases, in the pilot timeline. Purchasing will report back quarterly to the Board on any multi-jurisdictional bids released whereby the county's preference program was not applied for the purpose of achieving deeper discounts.

Board Policy D-2 Use & Purchase of County Vehicles includes new safety requirements which were reviewed and supported by Risk Management to help reduce the county's general liability related to vehicle incidents and provides for more specific reporting structure for vehicle utilization and retirement reports.

For today's action, staff proposes that the Board rescind the policies shown below:

- **Board Policy A-20: Destruction of Records Printed:**
 - The department records retention schedule, codes DPH-MED100 and DPH-MED200, specifically address retention of medical records and X-rays within the Department of Public Health and authorize their destruction within specified

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

timeframes pursuant to 22 CCR 70751, thus A-20 is redundant and can be rescinded.

- **Board Policy A-40: Private Juvenile Facility:**
 - Obsolete Policy that has not been in use for over 29 years.

- **Board Policy A-71 Veteran Incentive Purchasing Program & B-17 Disabled Veteran & Local Business Enterprises**
 - Incorporated into Board Policy B-34

- **Board Policy H-28, H-31, H-33, H-34**
 - These policies are stand-alone policies that will be integrated into Board Policy H-20 which is currently under review. Rescission of this policy was a recommendation of EDA.

In addition, staff recommends acceptance of revisions to board policies B-34, B-23, & A-43, as shown on the attached Redline versions.

The proposed revisions shown above are part of a comprehensive update to the Board Policy Manual. As review of the current policies proceeds, staff will periodically bring forward specific revisions to the Board for approval in order to align current County operations with the Board Policy Manual.

ATTACHMENTS:

B-34 Final
B-34 Redline
B-23 Final
B-23 Redline
A-43 Final
A-43 Redline
D-2 Final
D-2 Redline


Douglas Cordonez Jr.




4/9/2019

MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



3.7
(MT 9413)

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the recommendation from 9413 Executive Office regarding: Board Policy Manual Update - Rescind Board Policies A-20, A-40, A-71, B-17, H-28, H-31, H-33, H-34 ; Approval of revised Board Policies B-34, B-23, A-43, & D-2, All Districts, is continued to Tuesday, April 16, 2019 at 9:00 a.m. or as soon as possible thereafter.

Roll Call:

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on April 2, 2019 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors
Dated: April 2, 2019
Kecia Harper, Clerk of the Board of Supervisors, in
and for the County of Riverside, State of California.

(seal)

By: [Signature] Deputy

AGENDA NO.
3.7

xc: EO, CØB

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM
3.7
(ID # 9413)**

MEETING DATE:

Tuesday, April 2, 2019

FROM : EXECUTIVE OFFICE:

SUBJECT: EXECUTIVE OFFICE: Board Policy Manual Update - Rescind Board Policies A-20, A-40, A-71, B-17, H-28, H-31, H-33, H-34 ; Approval of revised Board Policies B-34, B-23, A-43, & D-2; All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

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ACTION:Policy

MINUTES OF THE BOARD OF SUPERVISORS

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SOURCE OF FUNDS: N/A			Budget Adjustment:	No
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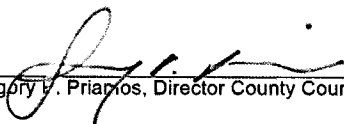
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B-23 Final
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Gregory V. Priamos, Director County Counsel 3/22/2019