



County of Los Angeles CHIEF EXECUTIVE OFFICE

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SACHI A. HAMAI
Chief Executive Officer

July 17, 2020

To: All Department Heads

From: Sachi A. Hamai
Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

DEVELOPMENT OF COUNTY-SPONSORED STATE LEGISLATION AND BUDGET PROPOSALS FOR THE FIRST YEAR OF THE 2021-22 LEGISLATIVE SESSION

The Chief Executive Office's Legislative Affairs and Intergovernmental Relations Branch is soliciting County-sponsored State legislation and budget proposal recommendations for the first year of the 2021-22 Legislative Session. Annually, the County sponsors State legislative and budget proposals that represent the County's highest priorities based on recommendations submitted by departments.

This year, due to the severe economic impact COVID-19 has had on the State's finances, it is requested that County-sponsorship recommendations be reserved only for State legislative and budget matters related to mitigating the effects of COVID-19, securing funding to backfill for revenue losses, and other Board priorities.

If your department plans to submit more than one County-sponsored legislative and/or State budget proposal, please prioritize them by numbering them in the order of importance, with number one being the top priority.

Once recommendations are received, the Legislative Affairs and Intergovernmental Relations Branch will contact the legislative coordinators in your department to further discuss submitted recommendations. The Legislative Affairs and Intergovernmental Relations Branch will then evaluate the recommendations within the context of the aforementioned State legislative and budget matters, and only submit the highest priority, well-developed proposals to the Board offices for final review, prior to pursuing them for County sponsorship in 2021.

County-Sponsored Legislation Proposals

Recommendations for County-sponsored legislative proposals must be submitted to the Legislative Affairs and Intergovernmental Relations Branch using the Recommended County-Sponsored Legislation Form (Attachment I). The submission must include a: 1) clear nexus to the Board's highest State legislative priorities; 2) concise but well defined description of the issue and legislative proposal; 3) explanation of existing law; 4) analysis of the fiscal, programmatic, and service impact to the County and statewide; and 5) list of the organizations

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likely to support or oppose the proposal and the reasons for their positions. This form must be signed by the department head or accompanied by a cover letter signed by the department head.

The proposal must also be accompanied by bill language that has been reviewed and approved by County Counsel. In addition, if the recommendation impacts another County department, please obtain concurrence from the other department prior to submitting the request.

County-Sponsored Budget Proposals

Similar to legislative proposals, recommendations for County-sponsored budget proposals must be submitted using the Recommended County-Sponsored Budget Proposal Form (Attachment II). Submissions must include a: 1) clear nexus to the Board's highest State budget priorities; 2) description of the fiscal issue and budget proposal; 3) analysis of the fiscal, programmatic, and service impact to the County and statewide; and 4) list of the organizations likely to support or oppose the budget proposal and the reasons for their positions. This form must be signed by the department head or accompanied by a cover letter signed by the department head.

Due Dates

To ensure sufficient time to discuss proposals with the Legislative Affairs office and to allow for review by the Board offices in advance of their consideration, fully completed recommendations must be submitted to your legislative analyst **no later than August 28, 2020**. Adherence to this deadline will ensure that the Legislative Affairs and Intergovernmental Affairs Branch has sufficient time to review and evaluate the recommended proposals, and finalize the recommended State legislative and budget proposals for consideration by the Board by the end of October 2020. **Therefore, submissions that are either incomplete or received after the above due date will not be accepted.**

The Legislative Affairs and Intergovernmental Relations Branch is available to provide assistance during this process. Please contact the legislative analyst assigned to your department (Attachment III), or Jose A. Chew at (213) 974-1489.

SAH:FAD:SA
OR:JAC:sy

Attachments

c: Sacramento Chief Legislative Representative