



**Chief
Executive
Office.**

COUNTY OF LOS ANGELES

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CHIEF EXECUTIVE OFFICER

Fesia A. Davenport

May 8, 2024

To: All Department Heads

From: Fesia A. Davenport 
Chief Executive Officer
FAD (May 2, 2024 11:38 PDT)

DEVELOPMENT OF COUNTY-SPONSORED STATE LEGISLATION AND BUDGET PROPOSALS FOR THE FIRST YEAR OF THE 2025-26 LEGISLATIVE SESSION

The Chief Executive Office's Legislative Affairs and Intergovernmental Relations (CEO-LAIR) Branch is providing departments an opportunity to submit recommendations for County-sponsored State legislation and budget proposals for the first year of the 2025-26 Legislative Session. Annually, the County sponsors State legislative and budget proposals that represent the County's highest priorities.

Once recommendations are received, CEO-LAIR will work closely with the legislative coordinators in your departments to further discuss submitted recommendations. If a department plans to submit more than one County-sponsored legislative and/or State budget proposal, the proposals will need to be numbered in the order of priority, with number one being the top priority. CEO-LAIR will then evaluate the recommendations within the context of the current State legislative and budget landscape, and will submit the highest priority, well-developed proposals to the Board Offices for final review, prior to pursuing them for County sponsorship in 2025.

In acknowledgement of the current fiscal landscape, departments may consider submitting proposals that generate County savings and/or operational efficiencies that may be accomplished through statutory changes. Examples include: elimination/modification of outdated or onerous reporting requirements, aligning State and federal regulations to streamline programmatic operations, adjusting required staffing ratios, etc.



County-Sponsored Legislation Proposals

Recommendations for County-sponsored legislative proposals must be submitted to CEO-LAIR using the County-Sponsored Legislation Form (Attachment I). The submission must include: 1) a clear nexus to the Board's highest State legislative priorities; 2) a concise but well-defined description of the issue and legislative proposal(s) that include impacts to the County's operational or programmatic functions; 3) an explanation of why the proposal(s) needs to move forward in 2025; 4) an explanation of why the County is the best suited entity to carry the proposal; 5) an explanation of existing law; 6) an analysis of the fiscal, programmatic, and service impact to the County and State; and 7) a list of the organizations likely to support or oppose the proposal and the reasons for their positions.

The form must be approved and signed or accompanied by a cover letter signed by the department head and Chief Executive Office – Budget and Operations Management Branch (CEO-BOMB) for the proposal to be considered complete.

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

County-Sponsored Budget Proposals

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

The form must be approved and signed by the department head or accompanied by a cover letter signed by the department head for the proposal to be considered complete.

All budget proposals must be reviewed and approved by CEO-BOMB. In addition, if the budget proposal impacts another County department, concurrence from the other department must be obtained prior to submitting the request.

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Due Date

To ensure sufficient time to evaluate proposals and allow Board Offices to review proposals in advance of their consideration, fully completed recommendations must be submitted to your CEO-LAIR legislative analyst **no later than Friday June 21, 2024**. Adherence to this deadline will ensure that CEO-LAIR has sufficient time to review and evaluate recommendations and finalize the recommended State legislative and budget proposals for consideration by the Board in the fall 2024. **Therefore, submissions that are either incomplete or received after the above due date will not be accepted.**

The CEO-LAIR Branch is available to assist during this process to ensure that the proposals submitted reflect the County's highest priorities. Please contact the CEO-LAIR legislative analyst assigned to your department (Attachment III), or Samara Ashley at (213) 974-1464 or sashley@ceo.lacounty.gov.

FAD:JMN:SA
AM:dr

Attachments



**Chief Executive Office
Legislative Affairs and Intergovernmental Relations**

RECOMMENDED COUNTY-SPONSORED LEGISLATIVE PROPOSAL FORM

Department:	
Division (if applicable):	
Contact Person's Name:	
Phone Number:	
Email:	
County Counsel Language By:	(Name and Title)
	(Signature)
CEO Budget Approval By:	(Name and Title)
	(Signature)
Department Head Approval:	(Name and Title)
	(Signature)

INSTRUCTIONS

Please provide the requested information in each text box. Please do not reformat this form. Electronic signatures are acceptable. For questions, please contact the legislative analyst assigned to your department (see Attachment III). **Completed forms are due on Friday, June 21, 2024.**

SUMMARY

- 1) Provide a brief description of the State legislative proposal and briefly explain how this proposal is directly related to one of the Board's top State legislative priorities (two to three sentences):**

Response:

BACKGROUND INFORMATION

1) Problem

- a. What problem does the State legislative proposal address? Give specific facts and/or examples.
- b. Does the State legislative proposal meet the County's highest legislative/policy priorities?
- c. Does this State legislative proposal address a problem of statewide significance?
- d. Is the County the only agency or local government entity that can sponsor this proposal? If so, explain why.
- e. Why is this State legislative proposal important to the County and/or your department?
- f. Why must this legislative proposal be pursued in the coming year?
- g. Has the County or counties been involved in any litigation regarding this problem? If so, cite the case.
- h. What other data, materials, or case law document this problem?

Response:

Continue response here if needed:

Continue response here if needed:

2) Interested Parties

- a. Does this State legislative proposal impact other County departments?
- b. If so, which County departments are impacted and has your department obtained approval on this proposal from them?
- c. What other counties, cities, organizations, or constituent groups would be supportive of or opposed to the State legislative proposal?
- d. What counties, cities, organizations, or constituent groups could be affected by the State legislative proposal? How?

Response:

Continue response here if needed:

Continue response here if needed:

PROPOSAL

1) Existing Law

- a. What current law is applicable to this State legislative proposal?
- b. Why is existing law inadequate to addressing this problem?

Response:

Continue response here if needed:

Continue response here if needed:

2) Suggested Legislation

- a. Describe the specific State legislative proposal.
- b. Do similar provisions exist in other California laws?

Response:

Continue response here if needed:

Continue response here if needed:

3) Fiscal Impact

- a. Would there be any potential fiscal impact to the State by this legislative proposal? If so, describe.
- b. Would there be any potential fiscal impact to the County by this State legislative proposal? If so, describe.
- c. Would there be any potential fiscal impact to other local governments, or other organizations or constituent groups by this State legislative proposal? If so, describe.

Response:

Continue response here if needed:

Continue response here if needed:

HISTORY

- 1) Has this State legislative proposal been introduced in the Legislature before?
- 2) If so, what was the bill number, who was the author, who were the sponsors, and why did it fail to advance?

Response:

Continue response here if needed:

Continue response here if needed:

BOARD POLICY

- 1) What policy in the County's State Legislative Agenda supports this State legislative proposal?
- 2) If there is not applicable policy from the State Legislative Agenda, what County initiative, adopted Board motion, or Board policy supports this State legislative proposal?

Response:

Continue response here if needed:

Continue response here if needed:

SUGGESTED BILL LANGUAGE

Please attach County Counsel-approved bill language for the proposal. Proposed bill language should be provided in red-line format and reference relevant code section(s).

COMPANION BUDGET PROPOSAL

Would this State legislative proposal need a companion State budget proposal? If so, please complete Attachment II.



**Chief Executive Office
Legislative Affairs and Intergovernmental Relations**

RECOMMENDED COUNTY-SPONSORED STATE BUDGET PROPOSAL FORM

Department:	
Division (if applicable):	
Contact Person's Name:	
Phone Number:	
Email:	
County Counsel Language By:	(Name and Title)
	(Signature)
CEO Budget Approval By:	(Name and Title)
	(Signature)
Department Head Approval:	(Name and Title)
	(Signature)

INSTRUCTIONS

Please provide the requested information in each text box provided. Please do not reformat this form. Electronic signatures are acceptable. For questions, please contact the legislative analyst assigned to your department (see Attachment III). **Completed forms are due on Friday, June 21, 2024.**

TITLE AND AMOUNT

- 1) Clearly explain how this State proposal is directly related to one of the Board's priorities (one or two sentences):

Response:

2) Provide the title, amount, and source of funding for the State budget proposal.

Response:

SUMMARY

1) Give a brief description of the State budget proposal:

Response:

BACKGROUND INFORMATION

1) Problem

- a. What issue does the State budget proposal address? Provide specific facts and/or examples.
- b. Does the State budget proposal address an issue of statewide significance?
- c. Why is the County of Los Angeles best suited to sponsor this State budget proposal?
- d. Are other counties or organizations involved in pursuit of this State budget proposal?
- e. What other financial information, data, or statistics are available for this State budget proposal?

Response:

Continue response here if needed:

Continue response here if needed:

2) Interested Parties

- a. Does this State budget proposal impact other County departments?
- b. If so, which County departments are impacted and has your department obtained their concurrence on this proposal from them?
- c. What other counties, cities, organizations, or constituent groups would be supportive of or opposed to this State budget proposal?
- d. What counties, cities, organizations, or constituent groups could be affected by this State budget proposal? How?

Response:

Continue response here if needed:

PROPOSAL

1) Existing Funds

- a. Which type of funding source is applicable to this State budget proposal?
- b. If there are existing funds, why are their levels inadequate to address this issue?

Response:

2) Suggested State Budget Proposal

- a. Describe the specific State budget proposal and include a cost-benefit analysis.

Response:

Continue response here if needed:

Continue response here if needed:

3) Fiscal Impact

- a. Would there be any potential fiscal impact to the State by this proposal? If so, describe.
- b. Would there be any potential fiscal impact to the County by this proposal? If so, describe.
- c. Would there be any potential fiscal impact to other local governments, or organizations or constituent groups by this proposal? If so, describe.
- d. Please consult with your CEO budget analyst, and include their Net County Costs impact analysis, concerns, if any, and recommendation.

Response:

Continue response here if needed:

HISTORY

- 1) Has this State budget proposal been introduced before?
- 2) If so, what was the State budget proposal, who was the author, who were the sponsors, and why did it fail to be approved and funded?

Response:

Continue response here if needed:

BOARD POLICY

- 1) What policy in the County's State Legislative Agenda supports this State budget proposal?
- 2) If there is not applicable policy from the State Legislative Agenda, what County initiative, Strategic Plan goal, adopted Board motion, or Board policy supports this State budget proposal?

Response:

COMPANION BILL LANGUAGE

Will this State budget proposal need a companion State legislative proposal? If so, please complete Attachment I and include the County Counsel-approved bill language for the State legislative proposal. Proposed bill language should be provided in red-line format and reference relevant code section(s).



County of Los Angeles
Chief Executive Office – Legislative Affairs and Intergovernmental Relations

CHECKLIST

1. Did you specify the reason for the State budget proposal? (e.g., caseload increase, policy changes, expanded population, additional services, etc.)
2. Did you include the fiscal and operational impact this State budget proposal would have on your department and the County as a whole? (e.g., Does it require local matching funds? Will you need to hire additional staff? Will you need more office space? etc.)
3. Did you explain how this request is consistent with your department's goals and priorities and the County's overall Strategic Plan? (Include which goals and objectives this State budget proposal will help accomplish).
4. Did you consult with your CEO Budget analyst and did you include their fiscal analysis, concerns, and recommendation? (e.g., Does this request need to be reflected in your department's budget request and multi-year forecast? etc.).
5. Did you explain what would be the fiscal and operational impact to your department and the County if this State budget proposal is not successful? (e.g., Would there be an adverse impact to the current level of services? Would the quality and productivity suffer? Would it increase your liability and/or produce litigation costs? Would you incur any fines and/or penalties for non-compliance? etc.).
6. Did you explain what the fiscal and operational benefits to your department and the County would be if this State budget proposal is successful? (e.g., Would it allow you to expand services? Increase quality and productivity? Improve customer service? Accomplish County Strategic goals and objectives? etc.).
7. Did you explain how this State budget proposal would benefit the clients the department serves and the residents of the County? (e.g., Will it assist the most vulnerable populations? etc.).
8. Did you explain how this State budget proposal affects other County departments and how you have coordinated this proposal with them? (e.g., Are they supportive of your budget proposal? Do they have any concerns? Did they provide any feedback and/or recommendations? etc.).

9. Did you explain how this State budget proposal affects other counties and how you have coordinated this proposal with those other counties? (e.g. Are they supportive of your budget proposal? Do they have any concerns? Did they provide any feedback and/or recommendations? etc.).
10. Did you share this State budget proposal with any associations or other advocacy groups? (Are they interested in cosponsoring or supporting your proposal?)
11. Has your State budget proposal been pursued in the past? (If so, what was the outcome of that effort and why did it fail to get approved? What were some of the obstacles it faced?)
12. Will this State budget proposal be competing against other State budget priorities? (Are those other State budget priorities of higher importance to the State or other groups?)
13. Will the department have program and fiscal staff available to testify before budget subcommittees on the proposed budget? (Don't forget to share your testimony with your CEO Legislative analyst in advance and make travel plans ahead of time).
14. Do you expect to encounter any opposition for the budget proposal? (If so, who would be most likely to oppose? What can you do to dissuade them from opposing?)
15. Does your State budget proposal require a companion legislative proposal? (If so, have you included County Counsel's approved bill language for the legislative proposal?).



Legislative Affairs & Intergovernmental Relations

Legislative Analysts

Jose Chew	(213) 974-1489	JChew@ceo.lacounty.gov
Cameron Gil	(213) 893-2479	cgil@ceo.lacounty.gov
Traci Kawaguchi	(213) 262-8045	TKawaguchi@ceo.lacounty.gov
Jonathan Kraus	(213) 262-8040	JKraus@ceo.lacounty.gov
Griselda Núñez Herrera	(213) 948-2846	gnunezherrera@ceo.lacounty.gov
Sarkis Semerdjyan	(213) 893-6232	SSemerdjyan@ceo.lacounty.gov

County Department	Legislative Analyst
Aging and Disabilities	Griselda Núñez Herrera
Agricultural Commissioner / Weights & Measures	Jonathan Kraus
Alternate Public Defender	Cameron Gil
Animal Care & Control	Jonathan Kraus
Arts and Culture	Griselda Núñez Herrera
Assessor	Jose Chew
Auditor-Controller	Jose Chew
Beaches & Harbors	Cameron Gil
Child Support Services	Jose Chew
Children & Family Services	Jose Chew
Consumer & Business Affairs <ul style="list-style-type: none"> • Office of Cannabis Management • Office of Immigrant Affairs 	Jonathan Kraus
County Counsel	Jonathan Kraus
District Attorney	Cameron Gil
Economic Opportunity	Traci Kawaguchi

County Department	Legislative Analyst
Executive Office, Board of Supervisors <ul style="list-style-type: none"> • Chief Sustainability Office • Food Equity Roundtable 	Jose Chew <ul style="list-style-type: none"> • Cameron Gil • Griselda Núñez Herrera
Fire	Traci Kawaguchi
Health Services <ul style="list-style-type: none"> • Office of Diversion and Reentry 	Sarkis Semerdjyan
Human Resources	Jose Chew
Internal Services	Amanda Meere
Justice, Care, and Opportunities	Cameron Gil
LA County Library	Jonathan Kraus
Medical Examiner-Coroner	Sarkis Semerdjyan
Mental Health	Sarkis Semerdjyan
Military & Veterans Affairs	Jonathan Kraus
Museum of Art	Jonathan Kraus
Natural History Museum	Jonathan Kraus
Parks and Recreation	Cameron Gil
Probation	Cameron Gil
Public Defender	Cameron Gil
Public Health <ul style="list-style-type: none"> • Office for the Advancement of Early Care and Education 	Sarkis Semerdjyan
Public Social Services	Griselda Núñez Herrera
Public Works	Cameron Gil
Regional Planning	Traci Kawaguchi
Registrar-Recorder/County Clerk	Jonathan Kraus

County Department	Legislative Analyst
Sheriff	Cameron Gil
Treasurer and Tax Collector	Jose Chew
Youth Development	Cameron Gil

Chief Executive Office	CEO Legislative Contact
Anti-Racism, Diversity, and Inclusion	Griselda Núñez Herrera
Census / Redistricting	Jonathan Kraus
Chief Information Office	Amanda Meere
Compensation, Benefits, and Pensions	Jose Chew
Digital Divide Regional Strategy	Amanda Meere
Employee Relations	Jose Chew
Homeless Initiative and Affordable Housing	Traci Kawaguchi
Office of Emergency Management	Traci Kawaguchi
Poverty Alleviation Initiative	Griselda Núñez Herrera
Risk Management / Workers' Compensation	Jose Chew

Offices / County-Related Agencies	CEO Legislative Contact
Development Authority	Traci Kawaguchi
Employee Retirement Association	Jose Chew
Los Angeles County Affordable Housing Solutions Agency	Traci Kawaguchi
Metro	Cameron Gil
Office of Child Protection	Jose Chew

Offices / County-Related Agencies	CEO Legislative Contact
Office of Education	Jonathan Kraus
Office of the Inspector General	Cameron Gil
Superior Court	Cameron Gil

Committees / Commissions / Councils	CEO Legislative Contact
Alcohol and Other Drugs	Sarkis Semerdjyan
Arts Commission	Griselda Núñez Herrera
Children and Families	Jose Chew
Countywide Criminal Justice Coordination Committee (CCJCC)	Cameron Gil
Disabilities	Griselda Núñez Herrera
Domestic Violence Council	Sarkis Semerdjyan
HIV	Sarkis Semerdjyan
Insurance	Jonathan Kraus
Local Governmental Services	Jonathan Kraus
Mental Health	Sarkis Semerdjyan
Native American Indian	Griselda Núñez Herrera
Public Health Commission	Sarkis Semerdjyan
Small Business	Traci Kawaguchi