



# BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 5/17/2022

\*= Mandatory, information must be provided

Click or tap the boxes to enter text. If not applicable, indicate "N/A".

**\*Title:**

Proposed Changes to Board of Supervisors Policy C 2.4

**\*Introduction/Background:**

Proposed revisions to Board of Supervisors Policy C 2.4: Non-Interference in Administrative Affairs.

**\*Discussion:**

Modifications to BOS Policy C 2.4 to remove "Manager" and replace with "Administrator" reflected throughout the policy. Removed language referencing a Sunset Provision.

**\*Conclusion:**

The revisions are required to align policy with procedure/practice, provide guidance and clarification.

**\*Recommendation:**

That the Board of Supervisors approve the Board of Supervisors Policy C 2.4 modifications as outlined to become effective upon approval.

**\*Fiscal Impact:**

None.

**\*Board of Supervisor District:**

1    2    3    4    5    All

MAY 04 22 PM 04:51 PC CLK OF BO

Department: Human Resources

Telephone: 520-724-2732

Contact: Jason D Parrish

Telephone: 520-724-3365

Department Director Signature: *Jason D Parrish* FOR CB Date: 05/04/2022

Deputy County Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

County Administrator Signature: *Jaw* Date: 5/4/2022



## PIMA COUNTY, ARIZONA BOARD OF SUPERVISORS POLICY

<b><u>Subject:</u></b> Board Policy on Non-Interference in Administrative Affairs	<b>Policy Number</b>	<b>Page</b>
	C 2.4	1 of 1

### **Purpose**

To establish a policy which regulates the manner in which members of the Board of Supervisors individually interact with officers and employees by or under the County **Manager ADMINISTRATOR**.

### **Background**

The Board of Supervisors of the County of Pima is charged with the responsibility of establishing policy to guide the various functions of the County and, where necessary, to establish procedures by which functions are performed. The County **Manager ADMINISTRATOR** assists the Board in coordinating the functions and operations of the County and is responsible for carrying out all of the Board's policy decisions that pertain to the functions assigned to that officer. Recognizing that a delineation of administrative authority between the Board and County **Manager ADMINISTRATOR** is essential to effective and efficient management of the County organization, the Board of Supervisors adopts the following policy:

### **Policy**

It is the policy of the Board of Supervisors that:

Except for the purposes of inquiry and information, neither the Board of Supervisors nor any member thereof shall deal with any administrative officer or employee appointed by or under the County **Manager ADMINISTRATOR** except through the County **Manager ADMINISTRATOR**, and neither the Board of Supervisors nor any member thereof shall give orders to the subordinates of the County **Manager ADMINISTRATOR** either publicly or privately.

### **Sunset Provision**

~~This policy will be reviewed for continuance by 12-31-93.~~

### **Responsible Department**

1. County **Manager ADMINISTRATOR**
2. Board of Supervisors



# PIMA COUNTY, ARIZONA BOARD OF SUPERVISORS POLICY

<b>Subject:</b> Board Policy on NonInterference in Administrative Affairs	<b>Policy Number</b>	<b>Page</b>
	C 2.4	1 of 1

## **Purpose**

To establish a policy which regulates the manner in which members of the Board of Supervisors individually interact with officers and employees by or under the County Administrator.

## **Background**

The Board of Supervisors of the County of Pima is charged with the responsibility of establishing policy to guide the various functions of the County and, where necessary, to establish procedures by which functions are performed. The County Administrator assists the Board in coordinating the functions and operations of the County and is responsible for carrying out all of the Board's policy decisions that pertain to the functions assigned to that officer. Recognizing that a delineation of administrative authority between the Board and County Administrator is essential to effective and efficient management of the County organization, the Board of Supervisors adopts the following policy:

## **Policy**

It is the policy of the Board of Supervisors that:

Except for the purposes of inquiry and information, neither the Board of Supervisors nor any member thereof shall deal with any administrative officer or employee appointed by or under the County Administrator except through the County Administrator, and neither the Board of Supervisors nor any member thereof shall give orders to the subordinates of the County Administrator either publicly or privately.

## **Responsible Department**

1. County Administrator
2. Board of Supervisors

Effective Date: 10/30/90  
Revised Date: