



RECEIVED

2008 SEP 11 **MEMORANDUM**

CLERK OF THE BOARD  
ORANGE COUNTY  
BOARD OF SUPERVISORS

#528A

**SUPERVISOR JOHN M.W. MOORLACH**  
**ORANGE COUNTY BOARD OF SUPERVISORS, SECOND DISTRICT**

10 Civic Center Plaza, 5<sup>th</sup> Floor, Santa Ana, California 92701

714.834.3220

**Date:** September 11, 2008

**To:** Members of the Orange County Board of Supervisors

**From:** John M.W. Moorlach, Chairman

**Re:** State Grant Award Agreements

*John M.W. Moorlach*  
*by [Signature]*  
*cos*

Colleagues, it has been brought to my attention by the Clerk of the Board that in attempting to process actions taken by the Board in approving various State Grant Award Agreements, the State Department of General Services in processing these grant awards is now demanding that the Board approve some of the agreements by "Resolution." The State's Contract Policy Manual states that the legislative body can approve the grant agreement by resolution, minute order or ordinance and this has been acceptable in the past.

A new analyst with the Department of General Services discovered that for years the actual agreement says that the grant award must be approved by "resolution" and does not mention the other acceptable options. Acceptance in the past, with the same "resolution" specific language included, has been accomplished via a minute order of the Board. This problem is being felt throughout the State.

In Orange County the Clerk of the Board prepares a minute order for each passing action the Board takes. It shows the requested action, the action taken by the Board and the vote of each Supervisor on that action. It is an efficient method of transmitting the action of the Board without the need for an additional document that merely says the same thing.

The Department on Aging has committed to revise their contract language for next year to include all of the options so that awards can be once again be easily processed. However, it has been brought to the Clerk's attention that this problem may be affecting other grant awards that have been approved by our Board and are currently being processed by the State.

I would suggest the Board approve the following actions:

- That this matter be forwarded to CSAC so that they can begin to work with the State on an immediate global resolution.
- That we forward a letter to the Department of General Services asking them to look into this matter and not burden local agencies with a more restrictive, burdensome, and bureaucratic process that serves no purpose and that is more restrictive than their own Contract Policy Manual guidelines. This is especially true in light of the fact that they have been accepting local approval in that format for years.

- That we authorize the Clerk of the Board to modify any approving Minute Order to add the language, "Resolution and Minute Order" of the Board for the purpose of approving State Grant Award agreements.
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**ORANGE COUNTY BOARD OF SUPERVISORS**  
**MINUTE ORDER**  
**June 24, 2008**

Submitting Agency/Department: SOCIAL SERVICES AGENCY

Approve standard agreement MS-0809-18 with State Department of Aging, 7/1/08 - 6/30/10 (\$2,776,680) and agreement ANH0108 with Attentive Home Care (\$100,000) for Multipurpose Senior Services program services, 7/1/08 - 6/30/09; and authorize Director or designee to execute related documents - All Districts

**The following is action taken by the Board of Supervisors:**

APPROVED AS RECOMMENDED  OTHER

**Unanimous**  (1) NGUYEN: Y (2) MOORLACH: Y (3) CAMPBELL: Y (4) NORBY: X (5) BATES: Y

*Vote Key: Y=Yes; N=No; A=Abstain; X=Excused; B.O.=Board Order*

**Documents accompanying this matter:**

- Resolution(s)
- Ordinances(s)
- Contract(s)

Item No. 83

Special Notes:

Copies sent to:

CEO 6/27/08  
SSA: Celia Echevarria-Lucero MD: 6/27/08, 2 Agree: 6/27/08, 4 NEI Agree: 6/27/08



I certify that the foregoing is a true and correct copy of the Minute Order adopted by the Board of Supervisors, Orange County, State of California.  
DARLENE J. BLOOM, Clerk of the Board

By: \_\_\_\_\_  
Deputy