

**COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject:
Legislative Advocacy Coordination

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Purpose

The purpose of this policy is to establish a unified and strategic framework for the County of Riverside’s legislative advocacy efforts at the Local, State, and Federal levels.

Applicability

This policy applies to all non-elected County departments and all other boards, commissions, and committees established by the Board of Supervisors and/or coordinated and staffed by non-elected County departments.

While independently elected offices, including the individual members of the Board of Supervisors, the Assessor-Clerk-Recorder, the Auditor-Controller, the District Attorney, the Sheriff, and the Treasurer-Tax Collector, are not bound by this policy, they are encouraged to share their legislative priorities with the Executive Office to promote alignment and coordination.

Policy

I. Legislative Platform

The County’s Legislative Platform is the official policy guide for advocacy efforts. It is developed by the Executive Office in collaboration with departments, legislative advocates, and other stakeholders, and is approved by the Board of Supervisors for a two-year term in even-numbered years. In the off-year, a mid-session update is prepared and presented to the Board of Supervisors. The platform may be amended at any time by Board action.

Advocacy on matters not addressed in the platform requires prior Board approval, unless urgent circumstances arise, in which case the Board Chair, in consultation with the Executive Office, may authorize interim action.

II. Advocacy Coordination

The Executive Office serves as the central clearinghouse for all legislative, regulatory, and funding advocacy on behalf of the County. All non-elected County departments must coordinate with the Executive Office before expressing support for or opposition to any legislation, regulation, or funding proposal.

Non-elected departments must not take independent positions or engage in advocacy activities without prior coordination. This includes:

- Letters of support, opposition, or comment
- Testimony
- Communications with local, state, or federal elected officials
- Participation in advocacy days
- Briefings and tours

If actual or potential legislative advocacy conflicts arise between departments, the Executive Office will facilitate resolution in consultation with the affected parties.

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III. Associations and Partnerships

The Executive Office will maintain a list of statewide and national advocacy associations in which the County participates. Departments must notify the Executive Office of their involvement in association committees or leadership roles and share relevant alerts, bill lists, and advocacy priorities.

IV. Reporting

The Executive Office will provide regular updates to the Board of Supervisors, including correspondence sent by the County, the California State Association of Counties (CSAC), the National Association of Counties (NACO), and the Urban Counties Caucus (UCC), and summaries of advocacy activities.

The Executive Office will maintain a Legislative Advocacy webpage with the current Legislative Platform, legislative updates, and County positions on legislation.

Reference:

Minute Order 11/23/1976 (Rescinded 06/12/1984)
Minute Order 06/12/1984 (Rescinded 09/24/1984)
Minute Order 09/24/1984 (Rescinded)
Minute Order 3.12 of 12/20/1994 (Rescinded)
Minute Order 3.4 of 01/06/1998
Minute Order 3.7 of 11/07/2006
Minute Order 3.28 of 04/18/2017
Minute Order 3.11 of 05/23/2017
Minute Order 3.8 of 05/21/2019
Minute Order 3.63 of 12/16/2025