

RESOLUTION

WHEREAS the Board of County Commissioners desires to ensure a clear policy of quality governance and delineation of roles and responsibilities, the Board hereby adopts the following

CLEVELAND COUNTY BOARD OF COUNTY COMMISSIONERS OPERATING  
GUIDELINES FOR HIGH QUALITY GOVERNANCE

The Board commits to using the following guidelines to ensure high quality governance:

1. The County’s strategic priorities will guide the work of the Board and staff and will be supported by a thoughtful priority-setting process and cycle.
2. We will honor the expressed will of the majority and respect the concerns of the minority.
3. We will ensure that policy decisions and directions to the County Manager are communicated by the entire Board.
  - a. When this is unclear, the County Manager will seek clarification from the Board.
  - b. No single member of the Board can provide direction on policy implementation to the County Manager, or County staff.
4. Board Members do not want their interactions with and requests to staff members to negatively impact staff productivity.
  - a. Staff members should use judgment and explain the resources that would be required to respond to Board requests.
  - b. If a policy issue is going to affect workload or a policy decision, it should come through the County Manager’s office.
5. When a Board Member sends a communication to a staff member it should be copied to the department director and the County Manager. Urgent matters will be clearly labeled in the subject line.
6. We will direct current or former employees with work-related concerns to their respective supervisors or Human Resources.
7. We will direct members of the public with operational concerns to the appropriate County department to address.
8. When a Board member has an urgent matter, we go directly to the County Manager in a timely manner so that it can be addressed.
9. To ensure maximum productivity, the Board should focus on policy-making work and the staff should focus on day-to-day operational work and provide progress reports.
10. We are responsible for the entirety of citizens of the County; therefore, we should give our best efforts to work for the benefit of all.

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_ 2023.

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Deb Hardin

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