

County of Santa Clara
Office of the County Executive

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DATE: July 27, 2021

TO: Honorable Members of the Board of Supervisors
Jeffrey V. Smith, M.D., J.D., County Executive

FROM: Rocio Luna, Deputy County Executive RL
Julie Ramirez, Interim Director, Office of Women's Policy DS JR

SUBJECT: Off-Agenda Report to the Board re Options for One-Time \$5,000 Sponsorship to the Commission on the Status of Women for the August 2021 Women's Equality Day Event

On June 22, 2021, (Item No. 18), the Board of Supervisors (Board) approved a referral from Supervisor Cindy Chavez for Administration to report to the Board prior to the August 28 Women's Equality Day Event (WED) with options for consideration relating to providing a one-time \$5,000 sponsorship to the Commission on the Status of Women (CSW) to support the annual August 2021 WED.

The Women's Equality Day Event (WED) led by CSW is a signature county event co-hosted by CSW and the County of Santa Clara Office of Women's Policy (OWP).

OWP staff members assist with the planning and implementation of the event, as well as facilitate the purchase orders with the county fiscal department and implement various outreach efforts through newsletters and mass distribution lists of stakeholders and community networks.

The Administration, in conferment with the Office of County Counsel and the Office of Budget and Analysis, reviewed the County Sponsorship policy and WED funding request for applicability. In this case, given that the current WED is a county event, co-hosted with OWP, and, that CSW's trust fund is already an existing fiduciary account within the County's accounting system, managed by the County Executive Office's Finance department, sponsorship as stipulated by the policy is not applicable. Instead, Administration through its internal operational process will provide the \$5,000 to CSW through a fund transfer from the OWP program budget to the CSW trust fund in the County fiscal system. This fiscal structure is the appropriate method in supporting the CSW for the WED event and related expenses.

No additional legislative steps or approvals are needed for this fund transfer to be completed.

cc: Chief Board Aides
Miguel Marquez, Chief Operating Officer
James Williams, County Counsel
Mary Ann Barrous, Agenda Review Administrator
Tiffany Lennear, Acting Clerk of the Board