



Commissioner Organization and Orientation Meeting
No Formation, Discussion, or Adoption of Public Policy or Other Action
Thursday, February 2, 2017
Legal Conference Room
8:30 AM – 3:00 PM

- 8:30 Continental Breakfast
- 9:00 Call to Order - Meeting Overview
- 9:15 Elected Offices Overview (15 Minutes per Elected Official)
 - 1. County Assessor
 - 2. County Clerk
 - 3. County Sheriff
 - 4. County Treasurer
- 10:30 County Organizational Structure
 - 1. Department Organizational Review
 - 2. Personnel System and Management
 - a. Collective Bargaining Agreements
 - b. Division of Responsibilities Between BCC and County Manager
 - c. Grievance and Discipline Overview
- 11:15 Open Meetings Act, Running BCC Meetings, and Santa Fe County Code of Conduct
 - 1. Open Meetings Act
 - 2. Rules of Order, Parliamentary Basics, and Tips for Running Efficient Meetings
 - 3. Santa Fe County Code of Conduct and State Governmental Conduct Act
 - a. Potential Areas of Santa Fe County Code of Conduct to Clarify
 - i. Surplus Campaign Funds
 - ii. Use of County Buildings for Political Purposes
- 12:00 Working Lunch
 - 1. Continuation of Previous Item
 - 2. County Calendar 2017
- 1:00 Inspection of Public Record Act Requests and Media Relations
- 2:00 Questions/Answers
- 3:00 Adjourn