

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
BOARD GOVERNED COUNTY SERVICE AREAS
SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT
AND RECORD OF ACTION**

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE BIG BEAR VALLEY RECREATION AND PARK DISTRICT
BLOOMINGTON RECREATION AND PARK DISTRICT
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
INLAND COUNTIES EMERGENCY MEDICAL AGENCY
SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

May 5, 2026

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Update to County Policy Manual

RECOMMENDATION(S)

Acting as the governing body of San Bernardino County, Board Governed County Service Areas, San Bernardino County Flood Control District, Big Bear Valley Recreation and Park District, Bloomington Recreation and Park District, In-Home Supportive Services Public Authority, Inland Counties Emergency Medical Agency, and the San Bernardino County Fire Protection District, approve amended County Policy Manual, Policy 02-09: County Boards, Commissions and Committees.

(Presenter: Luther Snoke, Chief Executive Officer, 387-4811)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote and Fulfill the Countywide Vision.

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost) as this item is non-financial in nature.

BACKGROUND INFORMATION

The County Policy Manual documents policy direction from the Board of Supervisors and Board of Directors (collectively Board) to departments and Board-governed entities on a broad array of topics.

**Update to County Policy Manual
May 5, 2026**

In order to facilitate the review of County policies, the County has established a Policy Review Committee (Committee) to evaluate requests for new policies and conduct ongoing review and update of existing policies. The Committee includes representation from various departments as follows:

COMMITTEE	
Auditor-Controller/Treasurer/Tax Collector	Clerk of the Board of Supervisors
County Administrative Office	County Counsel
Finance and Administration	Human Resources
Human Services	Innovation and Technology
Law & Justice Group Administration	Project and Facilities Management
Public Works	Purchasing
Real Estate Services	Risk Management
San Bernardino County Fire Protection District	

The Committee, which met on April 14, 2026, has approved and recommends the update to Section 02 Board of Supervisors: Governance, Meeting Agendas & Protocol, and Board Appointments of the County Policy Manual as follows:

Policy	Title	Action	Description of Action
02-09	County Boards, Commissions and Committees	Amend	Updates to this policy are appropriate for alignment with the current processes.

The Committee also recommends the Chief Executive Officer approve the actions for the following Standard Practices (SP) regarding processes for departments:

Number	Title	Action
02-09 SP1	Appointment to Vacancies on Boards, Commissions and Committees	Amend

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on April 16, 2026; and County Finance and Administration (Jessica Trillo, Principal Administrative Analyst, 387-4222) on April 16, 2026.

**Update to County Policy Manual
May 5, 2026**

Record of Action of the Board of Directors
San Bernardino County Fire Protection District
Inland Counties Emergency Medical Agency (ICEMA)
In-Home Supportive Services Public Authority
Bloomington Recreation and Park District
Big Bear Valley Recreation and Park District

Record of Action of the Board of Supervisors
San Bernardino County Flood Control District
Board Governed County Service Areas
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY 
DATED: May 5, 2026



cc: File - Administrative Office
MBA 05/18/2026