

**COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS - LAND USE  
WEDNESDAY, OCTOBER 22, 2025**

**MINUTE ORDER NO. 1**

**SUBJECT: SEMI-ANNUAL REPORT OF GIFTS AND DONATIONS AND RATIFICATION OF ACCEPTANCE OF GIFTS AND DONATIONS EXCEEDING \$5,000 TO THE DEPARTMENT OF ENVIRONMENTAL HEALTH AND QUALITY AND RELATED CEQA EXEMPTION (DISTRICTS: ALL)**

**OVERVIEW**

The County of San Diego (County) Department of Environmental Health and Quality (DEHQ) periodically receives gifts and donations from organizations such as non-profit and professional associations that are interested in expanding DEHQ expertise and supporting its programs and training events by offsetting costs through both cash and non-cash donations.

During the period of January 1, 2025, to June 30, 2025, DEHQ received one \$36,234.48 non-cash donation from the California Certified Unified Program Agency (CUPA) Forum Board to be used specifically for professional conferences and associated fees. The donation covered 50% of registration fees and travel costs for 30 DEHQ staff and 100% of registration fees and travel costs for three staff as speakers to attend a professional association conference for the CUPA hosted by the California CUPA Forum Board. Attendance supports DEHQ staff training in hazardous waste and materials laws and regulations.

County Board of Supervisors (Board) Policy A-112, *Acceptance and Use of Gifts and Donations*, permits the acceptance of donations by the administrative head of each department of the County if specified conditions are met. County Administrative Code Section 66, *Acceptance of Gifts*, requires Board ratification of the acceptance of such gifts and approval prior to the expenditure of the gift, if the gift exceeds \$5,000.

Today's proposed actions are to accept DEHQ's Report of Gifts and Donations for the period of January 1, 2025, to June 30, 2025, and to ratify the acceptance and expenditure of gifts by DEHQ that exceeded \$5,000. Donations received during this reporting period from a non-profit and professional association were used to support DEHQ staff training.

**RECOMMENDATION(S)**

**CHIEF ADMINISTRATIVE OFFICER**

1. Find that the proposed action is not subject to review under the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines section 15060(c)(3) because it will not result in a direct or reasonably foreseeable indirect physical change in the environment and the action is not a project as defined in Section 15378(b)(5) of the State CEQA Guidelines.
2. In accordance with Administrative Code, Section 66, Acceptance of Gifts, and Board Policy A-112, Acceptance and Use of Gifts and Donations, accept the County of San Diego Department of Environmental Health and Quality Report of Gifts and Donations from the California CUPA Forum Board for the period of January 1, 2025, to June 30, 2025.

3. In accordance with Administrative Code Section 66 and Board Policy A-112, ratify the acceptance and expenditure of gifts from the California CUPA Forum for the period of January 1, 2025, to June 30, 2025, that exceeded \$5,000.

### **EQUITY IMPACT STATEMENT**

The Department of Environmental Health and Quality (DEHQ) periodically receives gifts and donations from organizations such as non-profit and professional associations that are interested in expanding DEHQ expertise and supporting its programs and training events by offsetting costs through donations. A total of 33 staff were able to attend a training event and benefit from this donation. The partnership between DEHQ and these non-profit and professional associations helps strengthen and maximize impacts to communities throughout the region by ensuring DEHQ staff have access to continuing education sessions and professional credentialing, which benefits the County and the public it serves by enhancing technical expertise, knowledge of emerging technologies, and changes in laws and regulations to ensure consistent regulatory program implementation and compliance in all communities. Gifts and donations received are monitored and publicly disclosed in accordance with all County policies. Expenditures are internally tracked by DEHQ to ensure transparency and accountability of donations and gifts received and to provide for the equitable distribution of resources.

### **SUSTAINABILITY IMPACT STATEMENT**

The proposed actions contribute to the County of San Diego's (County) Sustainability Goals: to provide just and equitable access. The proposed actions contribute to the County Sustainability Goal No. 2 to provide just and equitable access to the County's available resources with services to maintain fiscal stability and promote economic stability. Donations received during this reporting period from a non-profit and professional association were used to support DEHQ staff training.

### **FISCAL IMPACT**

There is no fiscal impact associated with these recommendations. The Department of Environmental Health and Quality received \$36,234.48 in non-cash donations for the period of January 1, 2025, to June 30, 2025. These gifts and donations were used to support training and conference attendance. There will be no change in net General Fund cost and no additional staff years.

### **BUSINESS IMPACT STATEMENT**

N/A

### **ACTION:**

ON MOTION of Supervisor Montgomery Steppe, seconded by Supervisor Aguirre, the Board of Supervisors took action as recommended, on Consent.

AYES: Aguirre, Anderson, Lawson-Remer, Montgomery Steppe

RECUSED: Desmond

State of California)  
County of San Diego)

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER  
Clerk of the Board of Supervisors



**Signed**  
**by** Andrew Potter