

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
TUESDAY, NOVEMBER 04, 2025**

MINUTE ORDER NO. 4

**SUBJECT: HEALTH AND HUMAN SERVICES AGENCY ADMINISTRATIVE CODES
AND BOARD POLICY SUNSET REVIEW 2025 (DISTRICTS: ALL)**

OVERVIEW

In accordance with San Diego County Board of Supervisors (Board) Policy A-76, Sunset Review Process, the County of San Diego (County) Health and Human Services Agency (HHSA) periodically reviews County Administrative Code and Board Policy to ensure policies reflect current Board standards and practices.

Today's actions seek Board approval to amend the following Administrative Codes and Board Policy and extend the sunset review date for:

- Article IIIa Advisory Council for Aging and Independence Services
- Article XLVIII San Diego County Military and Veterans Advisory Council
- A-99 - Tobacco and Electronic Smoking Device Use, Prevention, and Cessation

Additionally, today's actions seek Board approval to retire Board Policy A-133 - Provide Guidelines for Staff Levels in the Health and Human Services Agency.

This item supports the County vision of a just, sustainable, and resilient future for all, specifically those communities and populations in San Diego County that have been historically underserved as well as our ongoing commitment to the regional *Live Well San Diego* vision of healthy, safe, and thriving communities. The Sunset Review process is an opportunity for HHSA to reflect on current policies through an equity lens and recommend changes that allow for greater transparency, in alignment with the Board's commitment to transparency and open government.

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

1. Determine no change is necessary and approve the sunset review date of December 31, 2032 for the following County Administrative Codes:
 - a. Article IIIa Advisory Council for Aging and Independence Services
 - b. Article XLVIII San Diego County Military and Veterans Advisory Council
2. Approve amendments to Board Policy A-99 - Tobacco and Electronic Smoking Device Use, Prevention, and Cessation, and extend the sunset review date to December 31, 2032.
3. Approve the retirement of Board Policy A-133 - Provide Guidelines for Staff Levels in the Health and Human Services Agency.

EQUITY IMPACT STATEMENT

Through an equity lens, the County of San Diego (County) Health and Human Services Agency annually reviews Board Policies and County Administrative and Regulatory Codes that are sunseting to ensure alignment with current San Diego County Board of Supervisors values and adherence to applicable laws and regulations. The current policies recommended for continuation demonstrate

County efforts to engage the community in important conversations surrounding the preparation, development, and evaluation of County programs. Stakeholder feedback helps determine where focused efforts and resources are needed and should be invested.

SUSTAINABILITY IMPACT STATEMENT

Today's actions support County of San Diego (County) Sustainability Goal #1 to engage the community in meaningful ways, Goal #2 to provide the region with just and equitable access to County services and resources, and lastly Goal #4 to protect the health and wellbeing of everyone in the region. The County's annual review of sunseting Board Policies and County Administrative Regulatory Codes ensures that programs and plans continue to meet the needs of all county residents, as intended, and remain relevant and responsive to evolving needs. By aligning with the County Sustainability Goals, the changes reflect more equitable, sustainable, and impactful practices.

FISCAL IMPACT

There is no fiscal impact associated with the recommendations. There will be no change in net general fund costs 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, 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

