




OFFICE OF THE COUNTY ADMINISTRATOR

M E M O R A N D U M

TO: Martin Rose, Director of BTS
Honorable Chairman and Members of the Business Technology Board
(BTS Board)

FROM:  Mark S. Woodard, County Administrator

DISTRIBUTION: Honorable Chairman and
Members of the Board of County Commissioners
Appointing Authorities
Constitutional Officers

SUBJECT: BTS Board Membership

DATE: June 15, 2015

One of the County Administrator's primary responsibilities is to inform and make recommendations to the Board of County Commissioners (BCC) on a wide variety of budgetary, organizational and policy issues. Over the course of the last 14 months, I have become increasingly concerned regarding this role as it relates to my membership on the Business Technology Services (BTS) Board.

My central concern is related to the Sunshine Law; specifically, the inherent conflict between the role of County Administrator and that of BTS Board member. The Administrator must advise the BCC on matters involving BTS, yet cannot effectively execute this duty as two (2) Commissioners also serve on the BTS Board. Two (2) recent examples highlight this challenge:

- BTS Budget - Providing recommendations and information to the BCC is problematic given their membership on the BTS Board.
- BTS Service Delivery Issues - Important insights and information cannot be provided to the BCC members, nor others on the BTS Board.

To avoid these inherent conflicts and best serve the organization, I have consulted with the County Attorney and we agree the best course of action is for me to withdraw from the BTS Board effective as soon as practicable. The Administrator can be a more effective advocate for the organization and better hold BTS accountable for service delivery as a non-member of the BTS Board. To this end, I have asked the County Attorney to advise me on the needed actions pursuant to the Interlocal Agreement. This will likely require an amendment to the Agreement to be approved by the parties to the existing Agreement, including the BCC. Until such time this is approved, the Sunshine law remains in place.