



ADMINISTRATIVE POLICY

SECTION: General Administration	POLICY#: 206
TITLE: Washington County Office of Access and Opportunity	R & O #: 20-34
	IMPLEMENTED BY PROCEDURE #:
SPONSORING DEPT/DIV: County Administrative Office	
ADOPTED: 03/17/2020	REVIEWED:

PURPOSE: The purpose of this policy is to create the Washington County Office of Access and Opportunity as a part of the County Administrative Office.

AUTHORITY: RO 20-34

GENERAL POLICY: The Office of Access and Opportunity will be a part of the County Administrative Office and will be managed by the Director of Access and Opportunity who will report directly to the County Administrator.

POLICY GUIDELINES:

Responsibilities: The Office will be directed by the Director of Access and Opportunity who shall be responsible for:

- Managing implementation of Washington County’s access and opportunity strategies, activities and staff;
- Directing the implementation of Washington County’s strategies and efforts, including coordinating and managing internal Countywide access and opportunity committee infrastructure and the external access and opportunity community advisory body.

IMPLEMENTATION: The creation of the Office shall be effective with the Board of County Commissioners adoption of this policy. The duties and activities referenced above shall become effective upon the hiring and commencement of work of the Director of Access and Opportunity.

PERIODIC REVIEW: This policy shall be reviewed by the County Administrative Office at least every three years, or more often if needed, and updated as necessary.