



CALIFORNIA OCEAN PROTECTION COUNCIL

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MEMORANDUM

TO: California Ocean Protection Council

FROM: Sam Schuchat, Council Secretary

DATE: October 25, 2007

RE: Update regarding staff services provided to the Council

This is an update about staff services provided to the Ocean Protection Council. Public Resources Code §35600(a) charges me, as Council Secretary, with providing the staff services that the Council needs to carry out its work, not limited to administering grants, negotiating and implementing grant agreements and making other expenditures, writing and reviewing staff recommendations, and performing administrative functions, such as arranging for meetings.

As the work of the Council has expanded, I have assigned several project managers to provide services to the Council. Several other Conservancy administrative staff assist with arranging Council meetings and preparing materials for them, in printed and electronic formats. A Conservancy attorney attends Council meetings to help me and program staff implement projects approved by the Council. I have also arranged for a Deputy Attorney General to attend Council meetings to provide independent general and confidential advice to the Council at public meetings (and otherwise if needed), consistent with statute.