



Board Summary Report

File #: 26-124

Agenda Date: 4/6/2026

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To: Board of County Commissioners

Through: Michelle Halstead, Director, Commissioners' Office

Prepared By:
Sara Overby, Management Analyst, Commissioners' Office

Presenter: Sara Overby, Management Analyst, Commissioners' Office

Subject:
1:30 PM *County Volunteer Policy Updates

Purpose and Request:

Provide the Board information on recommended updates to the county's volunteer policy and seek approval to add this item to a future business meeting for formal concurrence.

Alignment with Strategic Plan: Good Governance - Operate in transparent, inclusive, and communicative manner.

Background and Discussion: Arapahoe County has used volunteers to expand the capacity of programs and deepen connections with community members for much of the County's history.

The current volunteer policy was approved by the Board of County Commissioners in 2006.

The updated volunteer policy reaffirms the current single-entry point model of volunteer recruitment and distributed approach to volunteer management by individual departments and offices. It continues the Board-approved 2006 requirements for volunteers to undergo background checks and receive recognition through rewards but not compensation. It also updates language and expectations for oversight of volunteers in the program, including accessing secure buildings and using County computers.

Staff worked with key staff connected to volunteer management in Community Resources, Open Spaces, Public Health, Human Resources, Sheriff's Office, and the Attorney's Office. The updated policy reflects current County practices, functions, and program management expectations.

Alternatives: Alternatives could include: 1) Making further updates to the volunteer policy. 2) Not pursuing updates to the volunteer policy, which would leave staff without current and relevant guidance.

Fiscal Impact: N/A

Alignment with Strategic Implementation Strategies: The attached framework helps Arapahoe

County institutionalize values-based, transparent decision-making, documenting how we make decisions and carry out actions to achieve the county's strategic plan.

Staff Recommendation: Staff recommends updating the volunteer policy to support County programs with current relevant guidance.

Concurrence: The E-Team also approved advancing the updated document to the Board.