

Fellow County Employees:

As public servants, we have a special responsibility to do what is right. What is right is for us to reaffirm our commitment to ensuring the dignity, safety and recognition of our residents and each other. Policy changes at the national level do not change the County's priorities in serving the public and our most vulnerable populations. Our County will remain a diverse community that is inclusive, welcoming and resolute. We also have a responsibility to make sure that our employees feel secure as individuals and public servants.

Although the final shape of the new administration's initiatives remains unclear, please remember that the County's leaders are working collaboratively and diligently to prepare for several possible impacts to the Affordable Care Act, immigration, and human service programs. As we all wrestle with what is to come, please keep in mind the following, as guides in your daily jobs:

- If you have any concerns about your personal immigration status, you should seek legal advice from a reputable source. The San Mateo County Bar Association may be able to help you find affordable legal assistance.
- If, in your capacity as a County employee, you are asked by any law enforcement agency (including U.S. Immigration and Customs Enforcement) for client information, remember that you are not required to engage in conversation or answer questions. If such law enforcement contact occurs, respond professionally and courteously and promptly forward the request to your supervisor, who will ensure that your department's administration works with County Counsel to determine the extent to which the County should release such information.
- Law enforcement officers seeking to enforce immigration laws at any County sites should be politely requested to report to that department's administrative office. Again, promptly report the matter to your supervisor, who will coordinate with your department's leadership to work with County Counsel on the proper response.
- Pursuant to State law, the Sheriff does not comply with ICE requests to hold individuals with low-level, non-violent offenses in jail past the time that they would otherwise be released for deportation purposes or give ICE access to jail housing units.

In addition to the above points, your individual department head may also provide you with detailed action plans or policy commitments specific to your job circumstances. As we gain more understanding of the expected changes, we will keep you informed to the best of our ability.

The County of San Mateo has a long, proud history of using our differences to unify, not divide. I am confident this chapter of time will prove no exception. I'm so proud of the work you do and the way you do it. Just keep doing what you do so well!

Regards,

John L. Maltbie  
County Manager/Clerk of the Board