

County of Santa Clara
Clerk of the Board
Records Division



BC01-011309

Prepared by: Christina Mendez
Records Assistant I
Reviewed by: Sharyn Schwab
Manager, Records Division

DATE: January 13, 2009

TO: Board of Supervisors

FROM: *Maria Marinos*
Maria Marinos
Clerk of the Board

SUBJECT: Vacancy and Resignations from Boards and Commissions.

RECOMMENDED ACTION

Approve recommendations relating to vacancy and resignations from Boards and Commissions.

- a. Declare position vacant on the Advisory Commission on Consumer Affairs previously held by Toni Greene for a three-year term expiring June 30, 2011. Appointee shall represent the public at large. Position is rotating and remains with District 1 until term expiration.

- b. Accept resignation of Judy Jones from the Animal Advisory Commission for a three-year term expiring June 30, 2009. Appointee shall represent the public at large and demonstrate an interest in animal welfare. Position is allocated to District 5.

- c. Accept resignation of Veronica Tinchler from the Mental Health Board for a three-year term expiring June 30, 2010. Appointee shall have experience and knowledge in the Mental Health System. Position is allocated to District 5.

FISCAL IMPLICATIONS

None.

REASONS FOR RECOMMENDATION

Board policy requires the public noticing of all vacancies and resignations on boards and commissions so that interested parties may apply for an appointment. Once the vacancy is officially accepted by the Board of Supervisors or the Board declares the position vacant, the appropriate noticing commences after a period of 10 days, the position can be filled.

BACKGROUND

The Board of Supervisors has the responsibility to declare vacancies and/or accept resignations from various boards and commissions. The process to fill a vacancy begins in the office of the Clerk of the Board of Supervisors when notification of a resignation is received. The Clerk prepares the appropriate documents for submittal to the Board for action, and subsequent to Board action, the Clerk provides for public notification of the vacancy as required.

CONSEQUENCES OF NEGATIVE ACTION

The positions cannot be filled if the resignations are not accepted. Vacancies impact the ability of the commissions to meet due to lack of quorum.

STEPS FOLLOWING APPROVAL

The Board Clerk will notify the appropriate parties. The vacancies will be posted and steps will be initiated to fill the positions.