

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: December 6, 2022

Subject: Board Vacancy and Process to fill the Position



RECOMMENDATION

It is recommended that the Board of Directors interview candidates for the Board vacancy and make an appointment on December 6, 2022.

DISCUSSION

- ***Process***
Per Government Code Section 54957 the District has 60 days from notice to fill a vacancy. Initial notice to the County Elections Department was completed within the 15 day window as required. The District posted notice in three locations (District kiosk, Carmel Post Office, and City Hall kiosk) in excess of the 15 day period required and posted in the local newspaper, Carmel Pine Cone, for a two week period published on November 18th and 25th.
- ***Board Interview of Applicants***
The interview process must be held in open session. Candidates invited to participate may excuse themselves from open session while another candidate is interviewed so that the later candidates are not given undue advantages. However, the board cannot require the candidates to leave the room.
- ***Selection/Appointment***
Again, the process must be done in open session. Any discussion about candidates must be held openly. When a vote is held, each director must identify themselves and their vote via a signed paper ballot. The ballots become public record and must be available for public review. The successful candidate will be sworn into office on December 6th after the Board has made their decision.

FUNDING – No Impact