



COUNTY OF SISKIYOU

COUNTY ADMINISTRATIVE OFFICE

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BOARD REPORT

To: Members of the Siskiyou County Board of Supervisors
From: Angela Davis, County Administrator
Date: November 2, 2021
Subject: Siskiyou County Auditor-Controller Interviews

Recommended Action:

It is recommended that the Board take the following actions:

1. Conduct an oral interview of a candidate for the position of Auditor-Controller in open session;
2. Consider offering the candidate the appointment to fill the Auditor-Controller vacancy, conditioned on the candidate's satisfactory completion of a background investigation conducted by the County Administrator and reviewed by the Board or close the interview process and open a new recruitment; and
3. Consider taking other appropriate action.

Background and Discussion:

Auditor-Controller Jennie Ebejer, the elected Auditor-Controller announced her retirement from office with her last day in office of December 30, 2021 and her retirement date of December 31, 2021. Auditor-Controller Ebejer's unexpired term as Auditor-Controller is one year following her retirement, lasting until 12:00 noon on January 2, 2023.

Government Code section 25304 provides as follows: "The board of supervisors shall fill by appointment all vacancies that occur in any office filled by the appointment of the board and elective county officers, except judge of the superior court and supervisors. The appointee shall hold office for the unexpired term or until the first Monday after January 1st succeeding the next general election."

Pursuant to this statute, the Board of Supervisors has a duty to appoint a successor to an elected position which becomes vacant before the expiration of the incumbent's term of office. State law does not authorize the Board of Supervisors to call a special election. The person appointed will hold office for the unexpired term. In this case, the person appointed by the Board as the Auditor-Controller will hold office until January 2, 2023.

The County conducted a recruitment process for the position beginning October 4, 2021 and closing October 25, 2021. A total of two candidates submitted the required documents for the position and the candidates were screened to ensure they met the minimum qualifications for the office, with a result of one qualified candidate. The suggested interview process is included with the board packet. Upon the conclusion of the interview, it is recommended, that the Board extend a conditional offer to the candidate or the Board may choose to close the interview process and open a new recruitment. If the Board chooses to extend a conditional offer to the candidate, the candidate will serve as the successor to the elected office of the Auditor-Controller and will assume office on a date to be determined upon taking the Oath of Office. The offer would be conditioned on the candidate's satisfactory completion of a background investigation conducted by the County Administrator and reviewed by the Board of Supervisors.

The Brown Act provides that any actions that the Board takes in filling the position, including the consideration of applications, the conducting of interviews, and the making of the appointment, must be carried out in open session. In addition, all of the application packets which are considered by the Board are deemed to be public records and must be made available for public review.

Attachments:

Proposed Introduction and Process Overview
Proposed Interview Questions
Candidate Documentation - Redacted