

Board of Supervisors

Kim Dolbow Vann, District I
Thomas A. Indrieri, District II,
Vice-chair
Mark D. Marshall, District III
Gary J. Evans, District IV
Denise J. Carter, District V,
Chair



COUNTY OF COLUSA

KATHLEEN MORAN, COUNTY CLERK
YOLANDA TIRADO, CHIEF BOARD CLERK
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Minutes Special Session

March 13, 2013

The Board of Supervisors of the County of Colusa, State of California meets in Special Session this 13th day of March 2013 at the hour of 1:30 p.m., Present: Supervisors, Denise J. Carter, Chair, Gary J. Evans, Thomas A. Indrieri, Kim Dolbow Vann and Mark D. Marshall. Absent: None.

Chair Carter calls to order the Special meeting of March 13, 2013 at 1:35 p.m., with all Supervisors present.

Present: John Ketelsen, Marge Kemp-Williams, County Counsel's Office.
Cindy Lovelace, Personnel Director.
Peggy Scroggins, Auditor-Controller.
Kathleen Moran, Rose Gallo-Vasquez, County Clerk-Recorder's Office.
Elizabeth Kelly, Director, Health and Human Services.
Debbie Hickel, CCEA.
Joe Damiano, Renee McCormick, Tom Moss, Ag Department.
Susan Thompson, CAO, San Benito County (Retired).
Bill Goodwin-CAO Tehama County and President of the County Administrative Officers Association of California.
Terry Schutten-Executive Director, County Administrative Officers Association of California and CEO, Sacramento County (Retired).
Robert Bendorf, CAO, Yuba County.
Larry Combs, CAO Sutter County (Retired).
Wayne Zoller, Assessor.
Robert Muszar, County Negotiator.
Wendy Burke, County Librarian.
Mike Azevedo, Public Works.
Steve Hackney, Director, Planning & Building.
Scott Marshall, Sheriff.
Yolanda Tirado, Chief Board Clerk.

Prayer by Chair Carter. Pledge of Allegiance.

Chair Carter states that Mr. Muszar and Supervisor Vann have been working to make this Study Session happen. She also states that public comment will be held at the end of this session.

Supervisor Vann expresses her appreciation and that of the Board to Messrs. Goodwin and Schutten for taking time out of their busy schedule to come and assist the Board members in this endeavor.

Mr. Muszar states the Board of Supervisors will be conducting part one of a two-part Study Session to explore the possible creation of a County Administrative Office and the possible recruitment and hiring of a County Administrative Officer. He introduces Messrs Goodwin and Schutten and speaks to their past and current positions and experience in this field.

Messrs. Goodwin and Schutten speak to options available to the Board in hiring a CAO or CEO, differences between a CAO and CEO, support of the Supervisors required by the CAO/CEO, defining expectations of the CAO/CEO by the Board members, staff housed under the CAO/CEO, skills and/or knowledge the Board wants in a CAO/CEO, and hiring a professional/consultant for the process of hiring a CAO/CEO.

Chair Carter declares a recess at 2:21 p.m. and reconvenes in Special Session at 2:35 p.m., with all Supervisors present.

Present: John Ketelsen, Marge Kemp-Williams, County Counsel's Office.
Cindy Lovelace, Personnel Director.
Kathleen Moran, Rose Gallo-Vasquez, County Clerk-Recorder's Office.
Elizabeth Kelly, Director, Health and Human Services.
Debbie Hickel, CCEA.
Joe Damiano, Renee McCormick, Tom Moss, Ag Department.
Susan Thompson, CAO, San Benito County (Retired).
Bill Goodwin-CAO Tehama County and President of the County Administrative Officers Association of California.
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Larry Combs, CAO Sutter County (Retired).
Wayne Zoller, Assessor.
Robert Muszar, County Negotiator.
Wendy Burke, County Librarian.
Mike Azevedo, Public Works.
Steve Hackney, Director, Planning & Building.
Scott Marshall, Sheriff.
Yolanda Tirado, Chief Board Clerk.

Mr. Muszar introduces Messrs. Bendorf and Combs and Ms. Thompson.

Messrs. Bendorf and Combs and Ms. Thompson speak to their experience past and present as CAOs. They reiterate Messrs. Goodwin and Schutten's comments and recommendations to the Board regarding the CAO/CEO position.

Mr. Combs also speaks to the need to revisit the County's Ordinance regarding the CAO position. Brief discussion is held as to setting up the infrastructure prior to hiring a CAO/CEO, duties of a CAO, hiring of an interim CAO vs a permanent CAO/CEO and hiring a person who will be a good "fit".

Chair Carter calls for public comment. Hearing none, Chair Carter closes the public comment period.

Chair Carter thanks all for taking the time to attend the meeting and expresses a special thank you to the presenters.

The Board adjourns at 4:46 p.m. to reconvene in Regular Session on March 19, 2013 at the hour of 9:00 a.m.

Denise J. Carter, Chair

Attest: Kathleen Moran, County Clerk
and ex-officio Clerk to the Board of
Supervisors

BY _____
Yolanda Tirado, Chief Board Clerk