



COUNTY OF HUMBOLDT

For the meeting of: [REDACTED]

File #: [REDACTED]

To: Board of Supervisors

From: Clerk of the Board

Agenda Section: Consent

SUBJECT:

Notice of At-Large Vacancy on (board, commission or committee)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Receive and file.

SOURCE OF FUNDING:

None

DISCUSSION:

A vacancy is occurring on the (board, commission or committee). This vacancy is due to the (resignation or expiration of term or other) of (name). The Vacancy Notice is attached.

Unless the Clerk of the Board is notified during today's meeting of a desire to calendar this matter for further discussion on a date specific, the Clerk of the Board's office will bring an appointment agenda item four weeks from today's meeting, That item will be a departmental discussion agenda item on (enter date).

FINANCIAL IMPACT:

None

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

None

APPENDIX 2 – Format for Clerk of the Board Notice of Vacancy

File #: 21-310

ATTACHMENTS:

Notice of Vacancy

Resignation Letter (if applicable)

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A