



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

II

For the meeting of: April 24, 2018

Date: April 9, 2018
To: Board of Supervisors
From: Amy S. Nilsen, County Administrative Officer *ASN*
Subject: Appointment of Interim Auditor-Controller

RECOMMENDATION(S):

That the Board of Supervisors appoint Cheryl Dillingham as the Interim Auditor-Controller effective Monday, April 30, 2018 and until a newly elected Auditor-Controller officially takes the oath of office.

SOURCE OF FUNDING:

General Fund

DISCUSSION:

On April 3 your Board accepted the resignation (effective April 27, 2018) of current Auditor-Controller Joseph Mellett. Government Code Section 25304 states that: "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.

At the April 3 meeting your Board elected to appoint Cheryl Dillingham as the Interim Auditor-Controller.

Prepared by: Amy S. Nilsen

CAO Approval *E. Nilsen*

REVIEW:

Auditor _____ County Counsel *JSN* Human Resources _____ Other _____

TYPE OF ITEM:

☐ Consent
☒ Departmental
☐ Public Hearing
☐ Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Wilson* Seconded by Supervisor *Fennell*

Ayes *Bass, Fennell, Sundberg, Bohn, Wilson*
Nays _____
Abstain _____
Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *4/24/18*

By: *Kathy Hayes*
Kathy Hayes, Clerk of the Board

Dillingham has served the county in numerous capacities spanning over 30 years which includes working in the Auditor-Controller's Office for 13 years where she advanced from an entry-level fiscal position to a senior level professional Accountant-Auditor position ultimately promoting to Assistant Auditor-Controller.

In addition, Dillingham has worked for Public Works and the County Administrative Office, serving as the Assistant County Administrative Officer and County Administrative Officer. Dillingham has experience with the county's property tax management system, cost plan and financial statements preparation, as well as reviewing and compiling an over \$300 million county budget. Currently, Dillingham is helping to address facilities that are specifically addressed in the Americans with Disabilities Act Consent Decree.

Dillingham has a Master's Degree in Business Administration from Humboldt State University and is uniquely qualified to serve in this role due to her experience and long tenure with the county.

Today's recommendation finalizes your Board's direction from April 3.

FINANCIAL IMPACT:

The annual salary for Auditor-Controller is \$121,464. There is no significant financial impact to the county by appointing an Auditor-Controller to fill out the term, as the salary and benefit costs are included in the Fiscal Year 2017-18 budget and will be included in the Fiscal Year 2018-19 budget.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

Not applicable.