



COUNTY OF HUMBOLDT

Legislation Details (With Text)

File #: 21-878 **Version:** 1 **Name:**
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File created: 6/22/2021 **In control:** County Administrative Office
On agenda: 6/29/2021 **Final action:** 6/29/2021
Title: Appointment of Acting County Administrative Officer
Sponsors:
Indexes:
Code sections:
Attachments: 1. Staff Report

Date	Ver.	Action By	Action	Result
6/29/2021	1	Board of Supervisors	approved	Pass

To: Board of Supervisors
From: County Administrative Office
Agenda Section: Consent

SUBJECT:
Appointment of Acting County Administrative Officer

RECOMMENDATION(S):
That the Board of Supervisors:

1. Accept the resignation of Amy Nilsen, County Administrative Officer, effective July 2, 2021; and
2. Appoint Elishia Hayes to the position of Acting County Administrative Officer on an interim basis, effective July 4, 2021, and continuing until the appointment of a permanent County Administrative Officer is made.

SOURCE OF FUNDING:
General Fund (1100)

DISCUSSION:
Ms. Nilsen, County Administrative Officer, submitted her resignation effective July 2, 2021. At this time, staff recommends accepting the resignation, and appointing Assistant County Administrative Officer Elishia Hayes to the position of Acting County Administrative Officer on an interim basis and continuing until a permanent appointment is made.

FINANCIAL IMPACT:

The salary for the County Administrative Officer is currently budgeted in the Management and Budget Team budget (1100-103) for fiscal year 2021-22. The current salary for the County Administrative Officer at Step 1A is \$197,038.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by managing our resources to ensure sustainability of services .

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could decline to appoint Ms. Hayes and select another individual as Acting County Administrative Officer.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A