



Contra  
Costa  
County

To: Board of Supervisors

From:

Date: January 21, 2020

Subject: Interview 6 applicants for Clerk Recorder

### **RECOMMENDATION(S):**

- Interview six Clerk-Recorder applicants and consider selecting one or more Finalists;
- ADOPT Resolution 2020/26 authorizing and directing the County Administrator to conduct a social media check, and a criminal background check on the Finalist(s) and to obtain fingerprints and an economic disclosure statement (Form 700) from the Finalist(s) and
- Direct the County Administrator to report to the Board on Tuesday, February 4, 2020, on whether there are any results of the background check that would prevent the Board of Supervisors from appointing the Finalist(s) to the position of Clerk-Recorder.

### **FISCAL IMPACT:**

No fiscal impact.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/21/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 21, 2020

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jami Napier  
925.335.1908

cc:

## BACKGROUND:

With the resignation of Clerk-Recorder Joe Canciamilla, the Board of Supervisors established a process for recruitment of applicants. The application process closed on December 16, 2019, with 22 Applicants meeting the minimum qualification to be considered for the position of Contra Costa County Clerk-Recorder. The statutory requirements for the position are that Applicants must be 18 years of age, a citizen of California, and a resident and registered voter of Contra Costa County at the time of appointment.

The Board of Supervisors established the next steps in the timeline to fill the position of Clerk-Recorder.

On Friday, December 20, 2019, copies of the applications were given to the Board of Supervisors and all applications that met the minimum qualifications were made available to the public on the County Website at [www.contracosta.ca.gov/7694](http://www.contracosta.ca.gov/7694) and in the Clerk of the Board's Office at 651 Pine Street, 1<sup>st</sup> Floor, Room 106, Martinez, CA 94553

On Tuesday, January 14, 2020, the Board of Supervisors selected six Finalists to interview. The six Finalists (in alphabetical order) are:

- Catherine Baker
- Kristin Connelly
- Deborah Cooper
- Mark Friedman
- Scott Konopasek
- Karen Mitchoff

On Tuesday, January 21, 2020, starting at 1:00 PM, the Board of Supervisors will interview each of the six Finalists.

Upon completion of the interviews the Board of Supervisors will consider selecting one or more Finalists for the Clerk-Recorder position. At that time, the Board of Supervisors will also direct the County Administrator to conduct a social media check, and a criminal background check on the Finalist(s) and to obtain fingerprints and an Economic Disclosure Statement (Form 700) from the Finalist(s).

It has been the practice in the County to obtain criminal history information, under the authority of Penal Code, section 11105 (b) (11), before filling a vacancy in an elected office. This allows the County to verify that the person selected is not disqualified from holding office by the Constitution or state statute. Adoption of Resolution 2020/26 will authorize the County Administrator to seek and obtain criminal history and other background information pertaining to the Finalists.

At the February 4, 2020, Board of Supervisors Meeting, the County Administrator will report on whether there are any results of the background check that would prevent the Board of Supervisors from appointing a Finalist(s) to the position of Clerk-Recorder. The Board will then consider appointing the Contra Costa County Clerk-Recorder.

## CLERK'S ADDENDUM

**Speakers: Michael Nye, President of Council of Retired Americans; Dan Romero, Hercules Councilman; Gabe Quinto, El Cerrito Councilman; Wendy Kate Collins; Rosemary Kirbach; Joshua Anijer, Contra Costa Labor Council; David Brown, resident of Walnut Creek; Jess Jollett, Lift Up Contra Costa Action; Ali Saidi, Defenders Association; Nadine Pegrucelin; Chuck Waters; Stephen Weir, former Clerk-Recorder. Written commentary was provided by (attached): Tom Blanks; Ryan Ronco, Placer County Clerk-Recorder-Registrar of Voters; Stephen L. Weir, retired Clerk-Recorder of Contra Costa; Deborah R. Cooper, applicant; Richard Seithel, resident of Antioch; Mark A. Lunn, Clerk-Recorder, County of Ventura; Candace J. Grubbs, County Clerk-Recorder, Butte County.**

SELECTED Deborah Cooper as the Finalist;

ADOPTED Resolution 2020/26 authorizing and directing the County Adminsitrator to conduct a social media check, and a criminal background check on the Finalist(s) and to obtain fingerprints and an economic disclosure statement (Form 700) from the Finalist(s) and

DIRECTED the County Administrator to report to the Board on Tuesday, February 4, 2020, on whether there are any results of the background check that would prevent the Board of Supervisors from appointing the Finalist to the position of Clerk-Recorder.

#### ATTACHMENTS

Resolution 2020/26