

## Richland County Rules and Resolutions Committee and Ethics Board

### Agenda Item Cover

#### Agenda Item Name: Process for Running for Board Chair/Vice Chair

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	January 6 <sup>th</sup> , 2022	<b>Action Needed:</b>	Vote
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Structure C
<b>Date submitted:</b>	January 5 <sup>th</sup> , 2022	<b>Referred by:</b>	n/a
<b>Action needed by no later than (date)</b>	n/a	<b>Resolution</b>	n/a

#### Recommendation and/or action language:

Motion to recommend a process for running for Board Chair/Vice Chair, to be drafted into County Board rules for consideration at a future Rules & Resolutions Committee meeting.

#### Background:

At the December Rules & Resolutions Committee meeting, members discussed the process for running for Board Chair and Vice Chair. Below is a list of steps recommended for this process. #1, #3, #4 and #6 are optional steps highlighted in yellow below not discussed at the December meeting (questions in step #3 come from the [St Croix County board rules](#) – see page 8). Steps #2, #5, and #7 were discussed.

1. **(optional)** The roles of the Board Chair and Vice Chair, as defined in the policy titled “*Authority of Management, Roles of Members and Chairs of Committees, Boards and Commissions*” shall be distributed in the welcome letter for newly elected County Board members.
2. Candidates for Chair and Vice Chair should indicate their interest in the positions Committee/Board/Commission and Seat Preference form.
3. **(optional)** Candidates are encouraged to answer two additional questions (beyond the minimum questions on the Supervisor Biography form):
  - If you are elected, are there things you will try to change or do differently as County Board Chair/Vice Chair?
  - How would you describe the style you will use in working with your fellow Supervisors, County committees, County Administrator and other staff?
4. **(optional)** All completed forms (i.e. Committee/Board/Commission and Seat Preference, Supervisor Biography, County Board Chair/Vice Chair candidate answers) will be distributed to all County Board members-elect in advance of the organizational meeting. This will facilitate the process of electing the Chair and Vice Chair, and provide information to the entire board about biographies and appointment preferences.
5. Candidates for County Board Chair and Vice Chair may directly contact County Board members-elect to campaign for the positions.
6. **(optional)** County Administrator, Clerk, or Corporation Counsel shall run the organizational meeting until a Chair has been elected.
7. At the organizational meeting, nominations shall be made and seconded, and the election of Chair and Vice Chair shall follow the verbiage already defined in County Board rules.

Currently County Board Rule #2 says, “*At the organization meeting in even numbered years, the Board shall elect a Chair and Vice- Chair by secret ballot. All ballots shall be formal ballots. A majority of votes of the members present shall be necessary to elect.*”

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### Attachments and References:

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### Financial Review:

(please check one)

	In adopted budget	Fund Number	
	Apportionment needed	Requested Fund Number	
	Other funding Source		
X	No financial impact		

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### Approval:

### Review:

*Clinton Langreck*

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Department Head

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Administrator, or Elected Office (if applicable)

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