

County of Lassen
ADMINISTRATIVE SERVICES



CHRIS GALLAGHER

District 1

DAVID TEETER

District 2

JEFF HEMPHILL

District 3

AARON ALBAUGH

District 4

TOM HAMMOND

District 5

Richard Egan

County Administrative Officer

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Julie Morgan

Assistant to the CAO

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MEMORANDUM

November 6, 2019

County Administration Office


221 S. Roop Street, Suite 4

Susanville, CA 96130

Phone: 530-251-8333

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TO: Board of Supervisors
Agenda Date: November 12, 2019

FROM: Richard Egan, County Administrative Officer 

SUBJECT: Assessor Recruitment

RECOMMENDATION: That the Board: Receive Report and provide direction to staff.

PRIOR BOARD ACTIONS: At your October 22, 2019, regular meeting, the Board received a presentation from the County Assessor regarding the new position reclassification of Chief Appraiser Business and Administration. The Board acted upon that request by approving the new position classification. In addition the Board requested additional information about the selection process from the elected Assessor and County staff

DISCUSSION: As requested by the Board of Supervisors, I am reporting back to the Board about the proposed selection process for the Chief Appraiser Business and Administration position (see attached Memorandum from Assessor Ceaglio).

Approval of the selection process for hiring a county employee is within my approval authority, but because of the Board's request of October 22, I would welcome receiving the Board's input and direction to staff on this item.

FISCAL IMPACT: Appropriated in the Fiscal Year 2019-2020 budget.

OTHER AGENCY INVOLVEMENT: None.

RE/ts

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Office of Assessor

County of Lassen



NICK CEAGLIO, *Assessor*
107 S. Roop Street
Susanville, CA 96130
(530) 251-8241
FAX (530) 251-8245

TO: Richard Egan

SUBJECT: Recruitment Process for Chief Appraiser Business and Administration

FROM: Nick Ceaglio

Richard,

With regard to the subject recruitment I am in agreement with the following process for flying this position.

1. Open recruitment with merit based selection.
2. Review of applicant pool by 3rd party department heads.
3. 3 Person panel to conduct interview(s). Excluding me.
4. Deliver final recommendation(s) to Department Head for final decision.

If you have any additional questions or concerns please reach out to me.

Regards,


Nick Ceaglio