



Napa County

Board Agenda Letter

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Board of Supervisors

Agenda Date: 7/13/2021

File ID #: 21-658

TO: Board of Supervisors
FROM: Minh C. Tran - County Executive Officer
REPORT BY: Helene Franchi - Deputy County Executive Officer
SUBJECT: Appointment of Clerk of the Board of Supervisors

RECOMMENDATION

County Executive Officer requests the Board appoint Neha Hoskins as Clerk of the Board of Supervisors, effective June 26, 2021.

EXECUTIVE SUMMARY

Jose Luis (Louie) Valdez resigned as Clerk of the Board of Supervisors, effective May 14, 2021, and Greg Morgan was appointed Acting Clerk, pending the outcome of a recruitment process to fill the position on a permanent basis. That recruitment process is now complete, and the County Executive Officer is recommending the appointment of Neha Hoskins as Clerk of the Board of Supervisors, effective June 26, 2021.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No
County Strategic Plan pillar addressed: Effective and Open Government

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

As the Board is aware, Jose Luis (Louie) Valdez resigned as Clerk of the Board of Supervisors, effective May 14, 2021 and Greg Morgan was appointed Acting Clerk, pending the completion of a recruitment to fill the position on a permanent basis. The County conducted a recruitment for the position of Administrative Manager/Clerk of the Board of Supervisors and received a number of applications. After an initial screening, two applicants were interviewed by a panel consisting of four Department Heads, the Assistant County Executive Officer and Deputy County Executive Officer. Based on those interviews, one candidate was referred on for consideration by the County Executive Officer and Assistant County Executive Officer. The County Executive Officer is now recommending the Board appoint Neha Hoskins as Clerk of the Board, effective June 26, 2021.

Neha has been employed with the County Executive Office since October 2019 and has been integral in modernizing the office's processes and records and ensuring the Board meetings have continued seamlessly during the transition period. She brings experience from both public and private employment to inform team operations. She and the County are fortunate to have Greg Morgan continue serving as the seasoned Deputy Clerk of the Board of Supervisors. His knowledge and dedication are invaluable.