

MUSKEGON COUNTY BOARD OF COMMISSIONERS

CITIZEN APPOINTMENTS/REAPPOINTMENTS
TO ADVISORY BOARDS/COMMITTEES

POLICY NO. 2006-195

APPROVAL DATE: April 11, 2006

AMENDMENT DATE: JANUARY 22, 2008

Policy

It is the policy of the Muskegon County Board of Commissioners to accept and review all applications submitted by citizens for board/committee appointments and reappointments according to its authority as established by statute.

Procedures

1. The Board of Commissioners shall make available through its Administration Office and through its website, a description of the various citizen board/committees and the application for appointment/reappointment form.
2. By November 1st of each year, the Board shall publicize the vacancies for the upcoming calendar year. The notice will contain the methods by which a citizen may apply.
3. All applications received will be compiled by the Administrative/EEO Services Coordinator and forwarded as a packet to the County Board of Commissioners.
4. The County Board of Commissioners will review all applications submitted; and recommendations for filling of vacancies and reappointments will be submitted to the Chair no later than the second full board meeting in January of the upcoming year.
5. The timeliness and procedural requirements in this policy may be waived to fill unexpected vacancies or to fill new positions that may be required by law.

CERTIFICATION:

Motion by Don Aley, second by Lewis Collins, to adopt the foregoing policy at a regular meeting of the Muskegon County Board of Commissioners held January 22, 2008 at 3:30 PM.

AYES: Aley, Buzzell, Collins, Derezinski, Engle, McMurray, Mahoney, Snider, Wade

NAYS: Gill

ABSENT: Scolnik

I, Karen Buie, Clerk of Muskegon County, State of Michigan, do hereby certify that the above is a true and correct copy of a policy adopted by the Muskegon County Board of Commissioners at the January 22, 2008, regular meeting, in testimony whereof, I have hereunto set my hand and affixed the seal of my office this _____ day of _____ 2008.

Karen Buie, County Clerk