

**RESOLUTION NO. 13-**

**IN THE MATTER OF ADOPTING A POLICY FOR THE APPOINTMENT OF MEMBERS TO BOARDS AND COMMISSIONS:**

WHEREAS, the Delaware County Board of Commissioners (the “Board”) is required or authorized by law, or the governing documents of certain boards and commissions, to make appointments to various boards and commissions; and

WHEREAS, in order to promote open opportunity for appointment and a uniform appointment process, the Board desires to adopt a policy for the appointment of members to boards and commissions;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Delaware County, State of Ohio:

Section 1. The Board hereby adopts the following policy for the appointment of members to boards and commissions.

- a. This policy shall govern the appointment of members to boards and commissions for which the Board is responsible for making appointments but shall not include any boards, commissions, or committees to which the Board members themselves are appointed.
- b. All available appointments shall be posted on the Delaware County website to solicit applications from eligible members of the public. The posting shall occur at least three (3) months prior to the expiration of the current term of the incumbent appointee, or, in the case of unanticipated vacancies, as soon as practicable after occurrence of the vacancy. All initial postings shall be open for at least fourteen (14) days.
- c. The employee designated in the posting as the county contact person shall provide each commissioner with the application materials for each applicant upon the expiration of the posting deadline and shall schedule an executive session at the earliest opportunity after the expiration of the posting to consider the appointment.
- d. After consideration of the prospective appointees, the Board may either direct a re-posting or conduct in-person interviews with all finalists for the appointment as recommended by county staff and representatives from the board or commission to which the appointment is to be made.
- e. Following the in-person interviews, the Board shall either direct a re-posting or proceed to appointment at a regular or special session held on or before the commencement date for the term of the appointment.

Section 2. This policy shall be effective and fully implemented for appointments with terms that commence on or after October 1, 2013. The Board hereby directs county staff to utilize best efforts to implement the policy for all pending appointments to the extent practicable given the time limitations for pending appointments.