

TO: Melissa Manriquez, Clerk of the Board

FROM: Rex Scott, District 1 Supervisor

RE: Study Session Item

DATED: May 30, 2026

Please add the following item to the study session agenda for the June 9 Board of Supervisors meeting:

Staffing Processes and Vacancy Policy

1. Discussion with County Administrator and Deputy County Administrators as to how staffing requests are analyzed and discussed with elected officials and department directors during the annual budgeting process. Also, discussion with same as to how staffing is discussed and monitored by administration throughout the rest of the year.
2. Discussion with County Administrator and Deputy County Administrators regarding the existing vacancy policy, how/why its current version was developed and if revisions to the current version should be considered.