

The Elections Advisory Committee met in a regular session on September 21, 2020. The meeting was held at 198 S. Main Street, Yuma, Arizona.

1. **CALL TO ORDER:** The meeting convened at 1:35 p.m.
2. **Roll Call:** Committee members present were: Recorder Robyn Pouquette; Supervisor Darren Simmons; Supervisor Martin Porchas; Chief Civil Deputy County Attorney Bill Kerekes, and; County Administrator Susan Thorpe. Others present were: Deputy Human Resources Director Jessica Rodriguez; and Deputy Clerk of the Board/Executive Assistant Christy Isbell.
3. **Discussion and Action: Elections Director position recruitment.**

Ms. Pouquette voiced concerns regarding the recruitment process as previously discussed: It was to be a temporary interim appointment and after the November 3<sup>rd</sup> election, recruitment and a permanent appointment would then occur. The interim appointment would be at Step 1 for the position and Ms. Fontes made \$11 more per hour above Step 1 for this position. This process would add two layers for filling the position – interim appointment, followed by a permanent appointment later on.

Ms. Pouquette proposed the following alternative: Post an internal recruitment for 5 days, and the Committee would review the applications during the September 30, 2020 meeting. This would allow for a permanent appointment before the early ballots for the November 3<sup>rd</sup> election are mailed. It would also present stability in the foundation of the Director position, particularly since Ms. Pouquette is on the ballot for the County Recorder position.

Upon request, Ms. Rodriguez reviewed the process for a 5-day in-house recruitment process: Recruitment could be posted any day of the week and run for 5 days. Recruitment could be posted internally, from September 22, 2020 through September 28, 2020, with the Committee reviewing the applications on September 30, 2020.

Ms. Rodriguez reviewed details of an alternative recruitment outside of Yuma County. Outside recruitments must be posted on a Monday. The earliest this position could be posted would be September 28<sup>th</sup>, and would run for two (2) weeks.

**MOTION (SIMMONS/PORCHAS):** Process an in-house recruitment; post the recruitment tomorrow (September 22, 2020), and meet again on Wednesday, September 30, 2020.

**VOICE VOTE:** The motion carried 5-0.

#### 4. Adjournment

There being no further business to come before the Committee, the Chairman adjourned the meeting at 1:50 p.m.

Adopted this 30<sup>th</sup> day of September, 2020.

  
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Susan K. Thorpe, Chairman