

1. BOARD OF SUPERVISORS' APPOINTMENTS

POLICY

It is the policy of Scott County to ensure fair and unbiased selection of qualified applicants, along with gender balance, when considering appointments to Boards and/or Commissions. Additionally the County shall when required by law make specific appointments of individuals to positions as public officials.

SCOPE

This policy is applicable to individuals involved in the Boards and/or Commissions appointments process.

ADMINISTRATIVE PROCEDURES

- A. This appointment will be put on the Committee of the Whole agenda for review 3 months prior to the term expiration. This will provide time for interested parties to step forward, review contributions of current appointment and the Board to seek gender balance when appropriate. The Board will review the reappointment of members with long tenure in order to balance the continued expertise on the Board or Commission with a desire to consider the succession of membership. However a staff member may be reappointed regardless of tenure on the committee.
- B. In compliance with state law prior to making an appointment to a Board or Commission the Board of Supervisors shall consider the current gender balance of the Board or Commission. The Board of Supervisors will make a good faith effort of at least three months to appoint a qualified individual of the appropriate gender to fill a vacancy on a Board or Commission. When there are multiple appointing authorities the Board of Supervisors will coordinate with the other appointing authorities to avoid a violation of state law.
- C. The appointment will be formally approved at the formal meeting of the Board.

- D. In recognition of contributions made during years of dedicated service as an appointment to a Scott County Board or Commission, an individual who has served five years or more will receive a resolution approved by the Board of Supervisors upon ending their service as an appointment. This resolution will then be presented to the individual at a Board of Supervisor's meeting when possible. An individual who has served less than five years will receive a letter of appreciation from the Board of Supervisors upon ending service as an appointment to the respective Board or Commission.
- E. The following list is a summary of Boards and Commissions and Public Officials to which the Board of Supervisors appoint members or individuals:

Boards and Commissions Appointments

Airport Zoning Commission
Airport Zoning Board of Adjustment
Benefited Fire District #1 (Princeton)
Benefited Fire District #2 (McCausland)
Benefited Fire District #3 (Eldridge)
Benefited Fire District #4 (Long Grove)
Benefited Fire District #5 (Donahue)
Benefited Fire District #6 (Walcott)
Board of Health
Building Board of Appeals
Civil Service Commission (2 out of 3 members)
Compensation Board (2 out of 7 members)
Condemnation Jury
Conservation Board
Judicial Magistrate Appointment Commission
Library Board
Mental Health/Developmentally Disabled Advisory Committee
Planning and Zoning Commission
Public Safety Authority
Veterans Affairs Commission
Zoning Board of Adjustment

Individual Appointments to a Board or Commission

Beautification Foundation
Bi-State Revolving Loan
Citizen Advisory Board of the Mental Health Institute
Community Action of Eastern Iowa
Community Benefit Committee-Genesis

County Assessor Examining Board
Eastern Iowa Mental Health – Disability Services Region
Medic Board
Medical Examiner
Quad City Convention and Visitors Bureau
Quad City Riverfront Council
River Bend Transit
Weed Commissioner

Chair Appointments to a Board or Commission

Bi-State Regional Commission
Intergovernmental Committee
Eastern Iowa MH/DS Regional Governing Board
Emergency Management Agency
Quad City First
Rock Island Arsenal Development Group
Scott County REAP
Scott County Watershed
Seventh Judicial District Court Services Board
Region 9 Transportation
Urban Transportation
Urban County Coalition
Waste Commission of Scott County
Workforce Development Region



**BOARDS & COMMISSION
PERSONAL DATA FORM**

Name: _____ Desired Board: _____

Address: _____

City: _____, IA Zip _____

Preferred Form of Contact:

Phone(s): _____ E-mail: _____

Geographic Location of Residence: City Rural/County

Gender: Female Male

Employer: _____

Address: _____

City: _____, State: _____ Zip _____

In order to assure compliance with Iowa Code §331.342 (Conflict of Interest); please list any businesses you have an ownership interest in that may contract with the County on occasion: _____

Please list any past governmental Boards, Commissions or Task Forces you've served on and the dates of service: _____

Please list any past volunteer experiences: _____

This form assists the Board of Supervisors in ensuring compliance with state law as it relates to gender balance and geographic balance when applicable.

Signature

Date: _____