

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION amending Resolution 1214 adopting revised procedures for the interview process to fill vacancies in the elected positions of the City of Camas and other clarifying amendments.

WHEREAS, Resolution 1214 was adopted on May 2, 2011 which set forth procedures for the filling of vacancies in the elected positions of the City of Camas; and

WHEREAS, vacancies of non-partisan elected offices are governed by RCW 42.12.070 which provides that the remaining members of the governing body shall appoint a qualified person to fill the vacant position but otherwise does not provide that a particular process must be used in filling such vacancy; and

WHEREAS, the Open Public Meetings Act allows part of the process of filing any vacancy to be handled in executive session but preliminary votes to narrow the field of candidates is prohibited outside of an open public meeting; and

WHEREAS, the purpose of this amendment to Resolution 1214 is to address the potential of a substantial number of applications for a vacant position being received pursuant to Section III of said Resolution; and

WHEREAS, by the terms of Resolution 1214 all applicants who are legally qualified are to be interviewed pursuant to Section IV of the Resolution; and

WHEREAS, in order to facilitate a meaningful interview process to fill vacant positions the Council that a pre-qualification procedure should be adopted to occur in open public session.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAMAS AS FOLLOWS:

I

Section IV – Interview of Resolution 1214 is hereby amended to provide as follows:

IV  
Interview

In the event the City receives more than seven completed applications for in which the applicant is otherwise legally qualified to hold office pursuant to Section III (C) of Resolution 1214 then Council will meet in executive session to discuss the applicant qualifications. No decision shall be made within executive session. Immediately following the executive session Council shall meet in public session to select which candidates to invite to participate in an interview at the next city council meeting. The decision as to which candidates will be interviewed will be at the sole discretion of the city council. The determination of the applicants

to proceed to the interview process shall be made by polling each city council member to nominate one applicant only. No applicant shall receive more than one nomination.

The interview process to occur before city council shall proceed as follows:

All candidates shall be interviewed at a special meeting of the city council. Only city council members shall participate in the interview process. Standardized questions shall be prepared in advance and asked of all candidates. Follow up or clarification questions may be asked by individual council members.

II

The final sentence of Section V – Selection of Resolution 1214 is hereby amended to provide as follows:

In the event the City Council fails to appoint a qualified person to fill the vacancy within the ninety (90) days of the occurrence of the vacancy, then the vacancy shall be filled by the Clark County Council.

III

In all other respects Resolution 1214 shall remain in full force and effect.

ADOPTED BY THE COUNCIL AND APPROVED BY THE MAYOR AT A  
REGULAR MEETING this \_\_\_\_ day of \_\_\_\_\_, 2020.

SIGNED: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Clerk

APPROVED as to form:

\_\_\_\_\_  
City Attorney