

Public Member Appointment Policy

Advertisement and outreach for Public Member Candidates will begin in October and run through November. Outreach efforts will be conducted utilizing one or more of the following outlets: announcement of vacancy to be filled during the September meeting, advertisement in the area newspapers, posting on CCOG website, and/or other means deemed necessary by the Council. CCOG staff will prepare Application Packets for each interested candidate detailing the timeline and procedures described below. Each Application Packet will include relative CCOG information including but not limited to the JPA, Annual Report, and Overall Work Program.

The Public Member Application Process will include the submission of a Letter of Interest by prospective candidates. The Letters of Interest prepared and submitted by prospective candidates should include the following elements: a description of experience as it pertains to transportation, education, knowledge, skills, and abilities as applicable to the mission of the CCOG, and a detailed description of interest. All Application Packets must be received by CCOG staff no later than eleven work days prior to the respective CCOG meeting in December.

*All complete Application Packets will be submitted to the Council and placed on the Agenda for review during the regularly scheduled December meeting. Applicants will also be ~~invited~~ **asked** to speak to the Council on their behalf during the December meeting.*

During the CCOG meeting, Council members will discuss the qualifications of the candidates, ask questions of the candidates, make nominations, and approve the appointment of the new/returning Public Member in accordance with the provisions of the JPA.

*The newly appointed Public Member will take his/her seat at the beginning of the regularly scheduled meeting for the month of February. **Prior to the February meeting, the new member will, in coordination with staff, receive a new member orientation on the Calaveras Council of Governments current projects, OWP, and other items deemed appropriate by the Executive Director or incumbent Council Members.***

Public Members will serve a three (3) year term. Terms as established are staggered with appointments occurring annually.