



City of Talent Commission & Committee Appointment Policy *(adopted by Council 7/3/2018)*

If a vacancy occurs on a City of Talent commission, committee, or advisory body, staff will place a vacancy notice on the City of Talent website, including the name and duties of the commission, committee, or advisory body, and the term of service for the vacant position(s). A notice will also be posted at City Hall, on the Talent Library Bulletin Board, and, if time allows, in the FLASH newsletter. The initial notice period will be two weeks. The notice period may be extended as needed in order to secure sufficient applicants for the position(s) available.

Staff will send completed applications to the Mayor and the applicable Commission/Committee for review. Applicants will be interviewed by the Mayor and the Commission/Committee. The Commission/Committee will make a recommendation to the Mayor, who will, if so desired, then make an affirmative recommendation to appoint at a Council meeting. Mayoral appointments, including the term of the appointment(s), will be placed on the Consent Agenda for Council. Re-appointments to a Commission or Committee will be made by the Mayor with approval from Council without the need for Mayor or Commission/Committee interviews.

In the case of a newly-constituted commission, committee or advisory body without appointed members, applicants will be interviewed by the Mayor and the applicable Council liaison, after which the Mayor will recommend to Council for approval any initial appointments.