BOC only:
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Swearing in of County Clerk

Department: BOC **Requested Agenda Date:** **1/4/2022**

Contact Person: Melissa Cribbins **Phone/Ext.**: 7539

Background and description of need or problem: Swearing in ceremony for County Clerk appointee Diris Murphy.

Funding Source: N/A

Requested Action: BOC to formally approve the appointment and swearing in of Diris Murphy to the Coos County Clerk position. Board to swear in Diris Murphy as Coos County Clerk.

Date: 12/29/2021 Signature of Dept. Head: _____

If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline**. Counsel will forward to Treasurer.

If this is a contract or grant:

- ☐ Is the contract or grant an original?
- ☐ Is the Contract/Grant Summary Form attached?
- ☐ Is the contract signed first by the vendor (except state/federal grants or contracts)?
- ☐ If insurance is required, is the insurance certificate attached?
- ☐ Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL:_____

_____

TREASURER:_____

_____

3B