

Approved: 5/04/2022

Effective: 5/19/2022

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

ORDINANCE NO. 22-017

AMENDING THE SNOHOMISH COUNTY COUNCIL CHIEF OF STAFF
SCOPE OF DUTIES IN SCC 2.48.090

BE IT ORDAINED:

Section 1. Snohomish County Code Section 2.48.090, last amended by Amended Ordinance 02-047 on October 16, 2002, is amended to read:

(1) The council shall designate and appoint such persons as it deems appropriate to be the chief of staff, clerk of the council, assistant clerk or clerks, and such additional employees as are necessary to assist the council in the performance of its functions as provided in the charter and ordinances passed by the council.

(2) The chief of staff shall coordinate work and the providing of information among council members, coordinate action and the providing of information between the county executive and the council, work with the chairperson and clerk of the council on the calendar and agendas, supervise and act as the employing official for the clerk of the council and staff and perform such other duties as are delegated by the council through the chairperson. In exercising responsibilities as the employing official, the chief of staff shall consult with the council before finalizing any offer or termination of employment. The chief of staff shall serve at the pleasure of a majority of the council, and shall be exempt from the county personnel system as provided in SCC 3.68.010(9) and 3A.01.020.

(3) The clerk of the council shall be its clerk, attend meetings and hearings of the council as directed by the chief of staff, cause minutes of meetings and hearings of the council to be kept as required by law, coordinate meetings and hearings of the council or its members with other county officials, supervise routine management of council affairs subject to the supervision of the chief of staff, and perform such other duties as are delegated by the chief of staff.

(4) The assistant clerk shall carry out the duties of the clerk of the council in the clerk's absence, and perform such duties as are delegated by the clerk of the council.

PASSED this 4th of May, 2022.

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington



Council Chair

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Melena Rao

Asst. Clerk of the Council

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11 (X) APPROVED

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DATE: 5/9/2022

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[Signature]

County Executive

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22 ATTEST:

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Melissa Geraghty

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28 Approved as to form only:

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[Signature] 3/28/22
Deputy Prosecuting Attorney

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