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June 20, 2014

Memorandum 2014-28

Election of Officers

Each year, the Commission elects a Chairperson and Vice Chairperson to serve a one-year term, beginning on September 1. The terms of the incumbent Chairperson, Damian Capozzola, and the incumbent Vice Chairperson, Victor King, will end on August 31, 2014.

Ordinarily, the staff would schedule the election to take place at the meeting just prior to September 1. Unfortunately, that scheduling was thrown off by the decision to meet in September, rather than August (as had been the practice for the last five years). Consequently, the current Chairperson will need to officiate at the September meeting until after the new Chairperson is elected. The staff regrets the error.

Regarding the Commission's officers, the Handbook of Practices and Procedures states:

1.1. Officers

The officers of the Commission are the Chairperson and the Vice Chairperson. The term of office of the Chairperson and Vice Chairperson is one year, commencing on September 1 of each year. The officers hold office until election of successors.

At meetings, the Vice Chairperson shall act as Chairperson in the absence of the Chairperson. In case of a vacancy in the office of Chairperson or where the Chairperson is unavailable, the Vice Chairperson shall perform the duties of the Chairperson. If both the Chairperson and Vice Chairperson are absent at any point in a meeting, a Commission member may act as temporary Chairperson until an officer returns.

In case of a vacancy in the office of Chairperson, the Commission shall elect new officers for the remainder of the term.

No officer is eligible to succeed himself or herself in the same office in which the officer has served a full term. However, an officer who has served for less than a full term may succeed himself or herself in the same office for a full term; and, where the

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The Commission welcomes written comments at any time during its study process. Any comments received will be a part of the public record and may be considered at a public meeting.

Chairperson is reelected to office, the incumbent Vice Chairperson is eligible for reelection even though reelection may result in the Vice Chairperson succeeding himself or herself for another full term.

With that information in mind, the Commission should elect a new Chairperson and Vice Chairperson to take office immediately, and hold office until August 31, 2015.

Respectfully submitted,

Brian Hebert
Executive Director