

**Contra Costa County
Summary, Clerk Recorder Recruitment FY2019/20**

Days Elapsed	Date	Description/Action
0	11/5/2019	Board of Supervisors Direction on Recruitment Process
	*	Determined that composition of the Office of County Clerk-Recorder will remain in its current form
	*	Determined that the Board of Supervisors will review all applications in open session January 14, 2020 and select candidates for interview in open session on January 21, 2020
	*	Authorized the County Administrator to obtain fingerprints and a criminal background check on the finalist
	*	Scheduled appointment of the finalist as Clerk-Recorder on February 4, 2020
3	11/8/2019	Recruitment commences
41	12/16/2019	Recruitment closes (5.5 weeks)
44	12/19/2019	Applications Disclosed (22 applicants)
	*	Redacted versions of applications posted on County website
70	1/14/2020	Board of Supervisors Consider Applicants for Interview
	*	Board determined that (6) six applicants would be interviewed in open session
77	1/21/2020	Board of Supervisors Interview Applicants
	*	(6) six applicants interviewed in alphabetical order
	*	Selected (1) one Finalist
	*	CAO directed to conduct criminal background check, LiveScan (fingerprints), social media check and secure economic disclosure (FPPC Form 700)
91	2/4/2020	Board of Supervisors Considers Appointment of Finalist
	*	CAO reports back on background checks and FPPC Form 700, etc.
	*	Board of Supervisors considers appointment of finalist