

August 8, 1989  
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INTRODUCED BY: GREG NICKELS

PROPOSED NO. 89 - 738 †

ORDINANCE NO. 9285

AN ORDINANCE relating to council confirmation of individuals appointed by the county executive, amending Ordinance 5559, Section 2 as amended and K.C.C. 2.16.110.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Ordinance 5559, Section 2 as amended and K.C.C. 2.16.110 are amended as follows:

Appointment and confirmation of exempt officials.

A. Appointments by the county executive. The county executive shall appoint the deputy county executive and the director of each executive department, except the departments of assessment and judicial administration, PROVIDED that the director of the department of youth services shall be selected by the executive from a list of at least three persons submitted by the Superior Court judges.

B. Office Appointments. The deputy county executive, shall appoint the chief officer of each administrative office, and with the advice of the financial management director, shall appoint the division managers of the office of financial management.

C. Departmental Appointments. The director of each executive department, at the discretion of the county executive, shall appoint exempt employees of his or her department as provided in Section 550 of the Home Rule Charter.

D. Confirmation and Approval.

1. All appointments by the county executive shall be subject to confirmation by a majority of the county council except exempt personnel assigned to his or her personal staff.

2. All appointments to positions of division manager or office director not made by the county executive shall be subject to approval by the county executive.

1 E. Confirmation ((Pefley)) Procedure and Requirements.

2 1. Appointments-Status. All individuals appointed by the  
3 county executive, per Section 340.40 of the Home Rule Charter,  
4 shall serve in an acting capacity, unless confirmed by the  
5 council. The executive is authorized to appoint a person to  
6 serve in an acting capacity to fill a position requiring council  
7 confirmation for a period of no greater than 90 days .  
8 Thereafter, the individual may continue serving in an acting  
9 capacity for successive 60-day periods only with approval by  
10 motion of the county council. The council shall grant at least  
11 one successive 60-day extension if the executive certifies to the  
12 council's satisfaction that the executive is actively pursuing a  
13 search for qualified candidates for appointment to the vacant  
14 position. If no appointment is transmitted to the council for  
15 confirmation during the authorized period, the position shall be  
16 considered vacant for purposes of exercise of any authority given  
17 to the position pursuant to ordinance and no salary shall be paid  
18 for the position while it is so vacant.

19 2. Appointments-Referral to the council for confirmation.  
20 Within seven calendar days of any executive appointment which is  
21 subject to council confirmation, the executive shall deliver  
22 written notice of said appointment to the council accompanied by  
23 a proposed motion confirming the individual.

24 3. Confirmation by the council. Upon receipt of the  
25 notification by the executive of an appointment, accompanied by  
26 the proposed motion, the council shall act to consider  
27 confirmation of the appointment within ninety days. Approval of  
28 the introduced motion by a majority of the council shall  
29 constitute confirmation of the appointee. Once confirmed, the  
30 appointee is no longer serving in an acting capacity.  
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1           4. Evaluation criteria. In considering the confirmation of  
2 executive appointments to offices of management level  
3 responsibility, the council shall base its review on the ability  
4 of the appointee to meet the following criteria:

5           a. A demonstrated reputation for integrity and  
6 professionalism.

7           b. A commitment to and knowledge of the responsibilities  
8 of the office.

9           c. A history of demonstrated leadership, experience and  
10 administrative ability.

11           d. The ability to work effectively with the executive, the  
12 council, other management, public agencies, private organizations  
13 and citizens.

14           e. A demonstrated sensitivity to and knowledge of the  
15 particular needs and problems of minorities and women.

16           5. Required documentation to be submitted to the council.  
17 The appointee, prior to review of the appointment by the council,  
18 shall submit to the chairman:

19           a. A full and complete resume of his/her employment  
20 history, to include references attesting to the stated employment  
21 experiences.

22           b. A signed statement acknowledging that the council's  
23 confirmation process may require the submittal of additional  
24 information relating to the background and expertise of the  
25 appointee.

26           6. Minimum procedures. Upon receipt of an executive  
27 appointment, the chairman or his delegate, subject to the  
28 council's rules of procedure, shall notify councilmembers of the  
29 appointment and attempt to allow a minimum of one work week for  
30 individual members to submit written questions to the reviewing  
31 committee.  
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1 It is understood that written inquiries submitted to the  
2 reviewing committee, by individual councilmembers, may require a  
3 written response from the appointee or the executive, in matters  
4 pertaining to the process of appointment and other pertinent  
5 employment policies of King County.

6 INTRODUCED AND READ for the first time this 18<sup>th</sup> day  
7 of September, 1989.

8 PASSED this 8<sup>th</sup> day of January, 1990

9  
10 KING COUNTY COUNCIL  
11 KING COUNTY, WASHINGTON

12 Lois North  
13 Chair

14 ATTEST:

15 J. Brauford II

16 Clerk of the Council

DEEMED ENACTED WITHOUT  
COUNTY EXECUTIVE'S SIGNATURE.

DATED: January 18, 1990

17 APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_

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20 King County Executive  
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