



**MEETING MINUTES  
BOARD OF SUPERVISORS, COUNTY OF MONO  
STATE OF CALIFORNIA**

Regular Meetings: First, Second, and Third Tuesday of each month. Location of meeting is specified below.  
Teleconference Only - No Physical Location

**Regular Meeting  
May 18, 2021**

<b>Backup Recording</b>	<b>Zoom</b>
<b>Minute Orders</b>	<b>M21-115 – M21-123</b>
<b>Resolutions</b>	<b>R21-35 – R21-36</b>
<b>Ordinance</b>	<b>ORD21-04 Not Used</b>

9:01 AM Meeting Called to Order by Chair Kreitz.

*Supervisors Present: Corless, Duggan, Gardner, Kreitz, and Peters (all attended via teleconference).  
Supervisors Absent: None.*

**The Mono County Board of Supervisors stream most of their meetings live on the internet and archives them afterward. To search for a meeting from June 2, 2015 forward, please go to the following link: <http://www.monocounty.ca.gov/meetings>.**

Pledge of Allegiance led by Supervisor Corless.

**1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

None.

**2. RECOGNITIONS**

**A. Recognition of Humboldt-Toiyabe National Forest Bridgeport Ranger District Ranger Jan Cutts**

Departments: Board of Supervisors, sponsored by Supervisor Peters  
(Supervisor Peters) - Proclamation of the Mono County Board of Supervisors recognizing District Ranger Jan Cutts for her years of service.

**Action:** Adopt resolution recognizing Jan Cutts.  
**Peters motion. Corless seconded.**

**Vote: 5 yes, 0 no**

**M21-115**

**Supervisor Peters:**

- Read proclamation
- Shared stories about Jan

Supervisors acknowledged and expressed thanks to Jan Cutts.

**Staff Comments:**

- Wendy Sugimura, Community Development Director

**Jan Cutts:**

- Thanks to all, great things to hear on last week
- Between wildland fires, COVID, furloughs, sustainable recreation, etc. we have worked very closely together and it's been great to work with the Board of Supervisors

**Duncan Leao, Vegetation and Fuels Program Lead and Acting District Ranger at Bridgeport:**

- Introduced self

**3. COUNTY ADMINISTRATIVE OFFICE**

**CAO Report regarding Board Assignments**

**Bob Lawton, CAO:**

- Joined Supervisor Peters, Wendy Sugimura, April Sall, and members of Bridgeport Valley RPAC for their meeting
- Plans to attend other RPACs
- Continuation of budget development
- Met with Dave Wilbrecht, John Craig, and Doug Johnson to coordinate transition from Dave to John of oversight of pending recruitments – Human Resources, Housing Coordinator, Public Health Officer
- Met with Public Defenders to discuss their budget for coming year, challenges
- Toured District 1 with Supervisor Kreitz
- Discussion of getting State support for clean up costs from Mountain View Fire

**4. DEPARTMENT/COMMISSION REPORTS**

None.

**5. CONSENT AGENDA**

(All matters on the consent agenda are to be approved on one motion unless a board member requests separate action on a specific item.)

**A. Out-of-State Travel Authorization for 2021 National Association of Counties' (NACo) Annual Conference**

Departments: Clerk of the Board

Out-of-state travel request for Supervisor Duggan to attend the 2021 National Association of Counties' (NACo) Annual Conference in Prince George's County, Maryland.

**Action:** Approve out-of-state travel request for Supervisor Duggan to attend the 2021 National Association of Counties' (NACo) Annual Conference in Prince George's County, Maryland from July 9-12, 2021.

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

**M21-116**

**B. Letter of Support - CAL FIRE Grant**

Departments: Board of Supervisors, sponsored by Supervisor Corless

Letter in support of CAL FIRE grant application proposal "Early Detection of Wildfires in Three Mono County Communities" being submitted by the Whitebark Institute.

**Action:** Approve letter as presented and authorize Board Chair to sign.

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

**M21-117**

**C. Long Valley Regional Planning Advisory Committee Appointments**

Departments: Community Development

Reappoint three existing members (Laura Beardsley, Ron Day, and Haislip Hayes) and appoint one new member, Betty Kittle, to the Long Valley Regional Planning Advisory Committee as recommended by Supervisor Duggan.

**Action:**

1) Reappoint Laura Beardsley, Ron Day, and Haislip Hayes to the Long Valley Regional Planning Advisory Committee, as recommended by Supervisor Duggan, for a three-year term ending May 31, 2024.

2) Appoint Betty Kittle to the Long Valley Regional Planning Advisory Committee, as recommended by Supervisor Duggan, for a three-year term ending May 31, 2024.

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

**M21-118**

**D. Mono County Emergency Medical Care Committee (EMCC) Appointment**

Departments: EMS

Jessica Wagner, RN was approved by the voting members of the Mono County EMCC on October 27, 2020 to replace Rosemary Sachs, RN upon

her retirement. Jessica will fill the Mammoth Hospital Paramedic Liaison position on the EMCC.

**Action:** Appoint Jessica Wagner, RN, PLN, to the Mono County Emergency Medical Care Committee for a two-year term ending May 31, 2023, in accordance with the EMCC's Bylaws.

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

**M21-119**

**E. Purchase of Portable Subscriber Radios for EMS, Sheriff and MLPD**

Departments: Information Technology

Use of Emergency Management Performance Grant (EMPG) and Homeland Security Grant Program (HSGP) monies to purchase 54 "subscriber" radios to replace end-of-life units in the Emergency Medical Services and Sheriff's Department of Mono County, as well as Mammoth Lakes Police Department.

**Action:** Find that the provision of portable radios to the Mammoth Lakes Police Department to replace end-of-life radios serves the public purpose of ensuring that MLPD officers have reliable communication with County dispatch and others and can promptly respond to law enforcement and public safety needs in Mono County.

Approve purchase of 54 portable subscriber radios, as set forth in the attached quote (or substantially similar) for a cost not to exceed \$220,000 using EMPG and HSGP grant funds for 2020-21, provided that the terms and conditions of the purchase are reviewed and approved by the County Administrative Officer and County Counsel.

Authorize up to 10 of the 54 radios to be provided to the Mammoth Lakes Police Department for use in the performance of its law enforcement and public safety duties.

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

**M21-120**

**F. Allocation List Amendment - Public Health**

Departments: Public Health

Proposed Resolution amending Mono County List of Allocated Positions to add two (2) limited-term positions within the Department of Public Health related to COVID-19.

**Action:** Adopt proposed resolution R21-35, Authorizing the County Administrative Officer to amend the list of allocated positions to add two (2) new limited-term positions consisting of two COVID Case Investigators in the Department of Public Health with terms ending July 31, 2023 or sooner

depending on necessity and availability of grant funding.

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

**R21-35**

**G. Budget Adjustment Request - Public Safety Power Shutoff (PSPS)  
Fund 169**

Departments: Public Works

Request to amend budget (Fund 169 - PSPS) to provide appropriations and reflect revenue relating to Public Safety Power Shutoff (PSPS) projects.

**Action:** Amend Fund 169 PSPS (Public Safety Power Shutoff) budget to reflect revenue received of \$77,000 and expenditures of \$100,000 in FY 2020-2021 budget. (4/5 vote required.)

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

**M21-121**

**6. CORRESPONDENCE RECEIVED**

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

*The Board acknowledged receipt of the correspondence.*

**A. Federal Energy Regulatory Commission (FERC) Letter re: Dams Part of the Lee Vining Creek Project, FERC Project No. 1388-CA**

Federal Energy Regulatory Commission (FERC) response to comments on Wave-Induced Run-Up Evaluation for Tioga Lake Dam, FERC Project No. 1388.

**B. Letter to Congressman Obernolte Requesting Prioritization of the Restoration of the Highway Bridge Replacement and Rehabilitation Program (HBRRP)**

A letter from the Mono County Board of Supervisors to Congressman Obernolte requesting that the restoration of the Highway Bridge Replacement and Rehabilitation Program (HBRRP) be a top priority for the upcoming surface transportation reauthorization bill.

**C. Comment Letter from Local Agency Formation Commission (LAFCO) re: the Long Valley Exploration Drilling Project Proposed by Kore Mining**

Comment letter from the Local Agency Formation Commission (LAFCO) regarding the Long Valley KORE Exploration Drilling Project #59294.

## **7. REGULAR AGENDA - MORNING**

### **A. Update from Quantified Ventures Regarding Innovative Finance for National Forests (IFNF) Project Around Inyo National Forest Campgrounds**

Departments: Board of Supervisors, sponsored by Supervisor Gardner (Laura Drescher, Associate Director, Seth Brown, Director, Forestry and Land Use) - Receive an update from Quantified Ventures regarding the Innovative Finance for National Forests (IFNF) grant program that supports the development and implementation of innovative finance models that leverage private capital to support the resilience of the National Forest System and surrounding lands.

**Action:** None.

**Supervisor Gardner:**

- Introduced item
- This is one of the efforts that Eastern Sierra Sustainable Recreation Partnership has been involved in – great potential for providing improvements to our campgrounds in the entire Eastern Sierra region

**Laura Drescher, Quantified Ventures Associate Director:**

- Efficiently leverage public and private capital now and in the future
- Innovative Finance for National Forests (IFNF) grant program
- Identified geographic areas for improvements

### **B. COVID-19 (Coronavirus) Update**

Departments: Public Health

(Robert C. Lawton, CAO, Bryan Wheeler, Public Health Director) - Update on Countywide response and planning related to the COVID-19 pandemic, including reports from the Emergency Operations Center (EOC), Unified Command (UC), and the various branches of the EOC, including Community Support and Economic Recovery, Joint Information Center (JIC), and Public Health.

**Action:** None.

**Bryan Wheeler, Public Health Director:**

- PPT presentation (can be found under Supporting Documents on the meeting webpage: <https://monocounty.ca.gov/bos/page/board-supervisors-117>) – 7-day metrics, Blueprint for a Safer Economy – Yellow Tier, vaccine eligibility 12+, CDPH updated mask guidance, walk in vaccination clinic schedule
- Toiyabe Indian Health Clinic vaccinations and outreach

**C. Mountain View Fire Update**

Departments: Mountain View Fire Emergency Operations Center  
(Justin Nalder, EOC Director) - Update on the Mountain View Fire in Walker, California.

**Action:** None.

**Justin Nalder, EOC Director:**

- Coming to end of mission objectives
- Mary Booher office hours - Antelope Valley Senior Center
- 96% complete with debris removal
- Intermediate housing – 8 trailers staged at Antelope Valley Community Center, approximately 7 more due this week

**Supervisor Peters:**

- Thanked Justin, CAO Lawton, Community Development, County Counsel's office, Finance, and all various departments for all the hard work and continued efforts on the recovery

**Chair Kreitz:**

- Noted Mary Booher's contributions

**D. Supplemental Comment Letter on Draft Exploratory Plan of Operations for the Long Valley Exploration Drilling Project Proposed by Kore Mining**

Departments: Community Development Department

(Wendy Sugimura, Community Development Director, April Sall, Planning Analyst) - Additional comments supplementing the letter approved on May 4, 2021, regarding the KORE Mining Exploratory drilling proposal and the Plan of Operations.

**Action:** Approve and authorize the chair to sign the supplemental comment letter for submittal.

**Gardner motion. Duggan seconded.**

**Vote: 5 yes, 0 no**

**M21-122**

**April Sall, Planning Analyst:**

- Presented supplemental comment letter

**Public Comment:**

- Fred Stump
- Lynn Boulton
- Chris Bubser

### **E. Employment Agreement with Paul Roten**

Departments: Public Works Engineering

(Tony Dublino, Director of Public Works) - Proposed resolution approving a contract with Paul Roten as County Engineer, and prescribing the compensation, appointment and conditions of said employment.

**Action:** Announce Fiscal Impact. Approve Resolution R21-36 as revised, approving a contract with Paul Roten as County Engineer, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

**Fiscal Impact:** The cost for this position for the remainder of FY 2020-2021 is \$13,688, of which \$10,502 is salary and \$3,186 is the cost of benefits and is included in the approved budget. The cost for an entire fiscal year would be \$162,110, of which \$126,024 is salary and \$36,086 is the cost of benefits and is included in the Department's requested budget for FY 2021-2022.

**Corless motion. Peters seconded.**

**Vote: 5 yes, 0 no**

#### **R21-36**

**Tony Dublino, Director of Public Works:**

- Presented item

### **F. Federal Lands Access Project Grant Application - Saddlebag Lake Road**

Departments: Public Works

(Tony Dublino, Director of Public Works) - Consideration of a Federal Lands Access Program (FLAP) grant application for the rehabilitation of Saddlebag Lake Road.

**Action:** Approve submittal of Federal Lands Access Program (FLAP) Application to rehabilitate 2.5 miles of Saddlebag Lake Road and authorize Tony Dublino, Director of Public Works, to execute said application on behalf of the County.

**Gardner motion. Duggan seconded.**

**Vote: 4 yes, 0 no, 1 abstain**

#### **M21-123**

**Supervisor Corless:**

- Recused self from item due to family involvement with Saddlebag Lake Resort, which is adjacent to the project area and can be impacted.

**Tony Dublino, Director of Public Works:**

- Presented item

*Break: 10:41 AM*

*Reconvened: 10:53 AM*



## **G. Mono County Fish and Wildlife Commission Workshop**

Departments: Economic Development

(Jeff Simpson, Economic Development Manager) - Presentation by Jeff Simpson on the Mono County Fish and Wildlife Commission to review, clarify and potentially modify the rules governing the Mono County Fish and Wildlife Commission.

**Action:** Board gave direction to staff to return with a resolution suspending operation of the commission.

### **Jeff Simpson, Economic Development Manager:**

- Presentation – History and scope, commissioners, meeting conduct, issues and proposed solutions
- 20% of his monthly allocation is going to this commission

### **Commissioner Comments:**

- Gaye Mueller, Chair
- Don Morton
- Jim King, Vice Chair
- Sue Burak
- James Ricks
- Jeff Parker

### **Stacey Simon, County Counsel:**

- Addressed Supervisor Corless' question regarding pausing the commission
- County Counsel's Office will draft resolution expressing position of board
- In absence of Fish and Wildlife Commission, Board has responsibility to determine how expenditures are made from Fish and Game Fine Fund

## **8. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

### **Fletcher Buccowich:**

- Proposed emergency closure at Grant Lake this summer

## **9. CLOSED SESSION**

*Closed Session: 12:25 PM*

*Reconvened: 1:17 PM*

*Reentered Closed Session: 2:48 PM*

*Reconvened: 4:16 PM*

No action to report out of Closed Session.

## **A. Closed Session - Labor Negotiations**

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Bob Lawton, Stacey Simon, Janet Dutcher, and Dave Wilbrecht. Employee Organization(s): Mono

County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Public Safety Officers Association (PSO). Unrepresented employees: All.

**B. Closed Session - Public Employee Evaluation**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code section 54957. Title: County Administrative Officer.

**C. Closed Session - Existing Litigation**

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of cases: (1) *United States of America v. Walker River Irrigation District, et al.* (U.S. Dist. Ct. N. Dist. of Nevada Case No. 3:73-cv-00128-MMD-WGC); (2) *County of Mono v. City of Los Angeles et al.* (Alameda Superior Court Case No. RG18923377); and (3) *County of Mono v. Liberty Utilities et al.* (U.S. Dist. Ct. Central Dist. of Cal. Case No. CV 21-769-GW-JPRx).

**D. Closed Session - Initiation of Litigation**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9. Number of potential cases: two.

**THE AFTERNOON SESSION WILL RECONVENE NO EARLIER THAN 1:00 P.M.**

**10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

None.

**11. REGULAR AGENDA - AFTERNOON**

**A. Budget Workshop - Capital Projects, CSAs 1, 2, and 5, General Fund Contributions and Transfers**

Departments: CAO, Finance

(Janet Dutcher, Finance Director, Megan Mahaffey, Accountant II) - Budget workshop for fiscal year 2021-2022. This is the second day of a three day workshop. **Please note all times on the attached schedule are estimates.**

Today's workshop covers Capital Projects, CSAs 1, 2, and 5, and General

## Fund Contributions and Transfers.

To view the budget schedules and other budgetary related information, please visit the following link: <https://www.monocounty.ca.gov/auditor/page/2021-2022-budget-portal>

**Action:** None.

### **Janet Dutcher, Finance Director:**

- Reviewed CSAs 5, 2, 1
- First 5 Home visiting
- EMS
- Capital Improvement Projects
- Civic Center, Jail Project,
- CIP fund
- GF Transfers & Contributions

### **Steve Noble, CSA 5:**

- Improvements at Memorial Hall

### **Molly DesBaillets, First 5 Executive Director:**

- First 5 Home Visiting

### **Chief Doonan:**

- Expansion of EMS services into the Tri Valley area using the volunteers at White Mountain Fire Protection District

### **Tony Dublino, Director of Public Works:**

- Capital Improvement Projects
- Jail Facility Construction Project
- Civic Center Project
- Civic Center soundproofing \$50,000

## 12. BOARD MEMBER REPORTS

### **Supervisor Corless:**

- On May 4<sup>th</sup>, attended Behavioral Health Mental Health Awareness Month event
- Number of RCRC related meetings over the last couple of weeks. Had a Golden State Natural Resources Board of Directors Meeting and continue to make progress on development of the biomass solution project.
- RCRC Executive Committee meeting last week and RCRC also produced its rural rundown of the May revise
- Attended, along with Supervisor Duggan, the Great Basin Unified Air Pollution Control District Board meeting.
- Also did some work with Supervisor Gardner around the dispersed camping forum and planning for the town hall
- Meeting convened by Placer County about addressing Suddenlink issues
- Recreation subgroup meeting of the Yosemite Gateway area coordination team
- Meeting through NACo on Wildland Fire Leadership Council County Wildfire Playbook update

**Supervisor Duggan:**

- 05/12/21 –
  - Tri-Valley Groundwater Management District – Special Meeting/ Closed Session
    - I attended a closed session of the Board, no action to report.
    - Various seats are open on the Board and Advisory Committee.
  - The Mono County Grand Jury reached out to suggest each supervisor encourage more participation by district. Future jurors will be able to meet in person OR via Zoom to allow for more representation. For specific questions, contact Danielle Bauman, Executive Assistant and Deputy Jury Commissioner at 760-923-2321 or via email at [dbauman@mono.courts.ca.gov](mailto:dbauman@mono.courts.ca.gov).
- 5/14/21 – ESTA
  - I participated in the monthly ESTA Board of Directors meeting along with Supervisor Gardner. The March Ridership grew by 19% and a public hearing was held regarding the temporary fare increase for the Reds Meadow Shuttle this summer (\$15 Adult/\$7 child). Recruitment for summer drivers is progressing along with assistance from MMSA with housing. ESTA has launched a campaign to combat human trafficking. Posters have been mounted on buses to build awareness and foster prevention along transit routes.
- 5/17/21 –
  - I participated in the Special Budget Meeting and Departmental Review. Thanks to Finance and all the departments for their hard work and engagement on the process. It was very informative, and it was good to hear the departments needs and forecasts for the next fiscal year.

**Supervisor Gardner:**

- On Wednesday May 12 I participated in three different meetings. These included:
  - A seminar on tourism sponsored by the Charture Institute that focused on visitation impacts in the Yellowstone NP, Grand Teton NP, and Bridger Teton National Forest areas. There were many similarities with what we are experiencing in the Eastern Sierra. One of the major points was to make a very conscious shift to require reservations for camping and other activities to better control tourism impacts.
  - A seminar on Rethinking the Economics of Child Care and Paid Family Leave. This presentation provided some very interesting data about the economic impacts of mostly women who are unable to return to the workforce due to the unavailability of childcare and family leave policies.
  - The monthly meeting of the Mono Basin RPAC. Topics discussed included an update on Conway Ranch, and the Saddlebag Lake Road Rehabilitation Project.
- On Thursday May 13 I attended the monthly meeting of the June Lake Public Utilities District Board of Directors.
- On Friday May 14 I participated in the monthly meeting of the Eastern Sierra Transit Authority Board of Directors. Besides regular financial and operating reports, the Board discussed and approved a rate increase for the Reds Meadow Route this summer and a revised bus purchase proposal. Ridership is increasing on ESTA routes over last year.
- Yesterday I participated in the FY 2021-2022 County Budget Workshop with other Board members and County staff. I appreciate the work to get all the budget information compiled and presented to the Board.

**Supervisor Kreitz:**

- On May 12th I attended the NACo Community Economic Workforce Development Committee. regular meeting. Topic included a presentation from and on the following:
  - U.S. DOL Office of Apprenticeships
    - Website: <https://www.apprenticeship.gov/>
  - NACo Future of Work Upcoming Report and Summit - June 10 & 11 (virtual), and
  - State and Local Relief Fund – Treasury Guidance and Portal Opening
- On that same day I met with county staff to discuss housing policy options that could help create pathways for the creation of housing available for locals and the workforce.
- I also attended the joint meeting of the Mammoth Lakes Town Council and the Planning Commission where they discussed draft strategic priorities of the Council and the climate action plan.
- The California Coalition for Rural Housing (CCRH) Board met on May 13th for the first of a series of workshops on, Racial, Equity, Diversity and Inclusion. The Board discussed our thoughts from a pre-workshop webinar we all watched that prompted us to reflect on our privilege and how that influences our lives. We will be participating in at least three more trainings over the rest of the year.
- I also met with Pam Bold from the High Sierra Energy Foundation (HSEF) on Thursday. Pam provided a comprehensive review of their programs and efforts in the Eastern Sierra. Their work to create a Rural Regional Energy Network is promising and would return many more resources to our region for clean energy programs and infrastructure/capital investments. Pam has insights on many programs for both government/businesses and individuals. Reach out to website for more information. <https://www.highsierraenergy.org>
- On Friday, May 14th I had the pleasure of touring CAO Bob Lawton around District 1 and other parts of Mammoth Lakes.
- Monday, May 17th I attended a CSAC briefing on the Governor's May Revise Budget and then attended the Mammoth Voices third in a series of workshops in their Leadership Academy 2021, this one on Broadband. Supervisor Peters presented along with IT Director Nate Greenberg. There's always much to learn in the highly active world of broadband. Of note, it seems probable that Suddenlink's plans to increase node capacity within Mammoth Lakes this summer could benefit users in high density areas of town, hopefully for those of us in District 1, the most densely populated area of town. We shall see.

**Supervisor Peters:**

- On the 11<sup>th</sup>, attended Bridgeport RPAC, where we had discussions about Bridgeport Community Survey, UTV/ATV potential access
- On the 12<sup>th</sup>, NACo Broadband Taskforce meeting to discuss nine priorities the taskforce has identified and how to develop federal policy and best practices in each of those nine areas. Another meeting tomorrow of subgroups.
- On the 13<sup>th</sup>, discussions of what to expect in the May revise
- Yesterday, CSAC synopsis of what was in the budget
- Attended Mammoth Voices – focus on broadband
- Concerns among county staff about dogs in the workplace. Latest concern about COVID-19 being carried by animals.

**ADJOURNED AT 4:16 PM.**

**ATTEST**

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**JENNIFER KREITZ  
CHAIR OF THE BOARD**

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**QUEENIE BARNARD  
SENIOR DEPUTY CLERK OF THE BOARD**