

REDBUD HEALTH CARE DISTRICT PROCEDURE

Title: Filling Vacancies on the Board of Directors

1.0 Purpose

To define the procedure for filling vacancies on the District Board of Directors.

This procedure is based upon information in the District Bylaws and Local Health Care District Law.

2.0 Procedure

- 2.1** When a vacancy exists on the Board due to resignation, action of the Board, death of a member or any other reason, the position will be filled by appointment by the remaining members of the Board.
- 2.2** Any person appointed to fill the vacancy shall be from the District Zone where the Vacancy exists and shall have resided in said Zone for thirty (30) days. In addition, the person must be a registered voter in the District.
- 2.3** Notice of the vacancy shall be posted in three or more conspicuous places in the District at least 15 days before the appointment is made.
- 2.4** Any person meeting the requirements and wishing to apply for a vacancy shall be required to complete the “RHCD Application for Board of Directors Vacancy” form, Figure 1.
- 2.5** In addition to completing the application discussed in Section 2.4, the applicant shall submit the “RHCD Board Candidate’s Resume” form, Figure 2. The applicant can provide any additional information that he or she feels will assist the Board in making a decision.
- 2.6** Candidates for the vacancy will be interviewed at a meeting of the full Board.
- 2.7** The Board is the final authority in filling any vacancy.

2.8 After appointment to the Board, the appointee shall hold office for the unexpired term of the incumbent.

2.9 Any new Board member will be required by the County of Lake to complete and return a Statement of Economic Interests. This will be sent to the appointee by the Office of the Chief Deputy County Clerk/Registrar.

Approved by _____
President, Board of Directors

Date _____

Figure 1

REDBUD HEALTH CARE DISTRICT

APPLICATION FOR BOARD OF DIRECTORS VACANCY

ZONE: _____

DATE : _____

NAME: _____
(Print)

ADDRESS: _____

TELEPHONE NUMBER: _____

I HEREBY DECLARE THAT I AM NOW A RESIDENT OF ZONE ____ AND HAVE BEEN FOR AT LEAST NINETY (90) DAYS. I AM ALSO A REGISTERED VOTER OF THE REDBUD HEALTH CARE DISTRICT. I WILL PERFORM DIRECTOR'S DUTIES AS REQUIRED OF ME IN THIS APPOINTED POSITION TO THE BOARD OF DIRECTORS OF THE REDBUD HEALTH CARE DISTRICT THE SAME AS IF THE POSITION WERE ELECTIVE.

(SIGNATURE)

- 1. Attach "RHCD Board Candidate's Resume"**
- 2. Send completed application to:**

**Redbud Health Care District
P.O. Box 4667
Clearlake, CA 95422**

Figure 2
REDBUD HEALTH CARE DISTRICT
BOARD CANDIDATE'S RESUME

NAME: _____
(Print)

ADDRESS: _____

TELEPHONE NUMBER: _____

1.0 Areas of Interest and Expertise

2.0 Experience in Organizational and Community Activities:

3.0 Other Information for Board Consideration: