COUNTY OF MENDOCINO
Executive Office

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MEMORANDUM

DATE: 2-24-2026

TO: **Board of Supervisors**

FROM: Darcie Antle, Chief Executive Officer

SUBJECT: Request to Fill – Director of Information Services

During the Board of Supervisor's workshops in January 2026, the Board established a clear set of shared priorities focused on modernizing County systems, improving internal processes, and ensuring that County operations are efficient, secure, and resilient. These priorities reflect the Board's commitment to operational excellence, fiscal stewardship, and the effective use of technology in support of County programs and the community.

As the County continues to undertake complex initiatives such as enterprise system modernization, cybersecurity risk management, and cross-departmental process improvements, it is increasingly important that these efforts be owned, coordinated, and advanced under dedicated leadership.

The Director of Information Services plays a critical role in aligning technology with organizational goals, ensuring accountability for implementation and providing consistent oversight across County departments. Filling this position will establish the leadership necessary to advance the Board's priorities and deliver tangible outcomes aligned with the County's strategic direction.

For these reasons, this memorandum requests Board approval to fill the position of Director of Information Services.

As of February 24th, Information Services Budget Unit 1960 projects to be under budget by approximately $219,431 by the end of Fiscal Year 2025-26. The 6% attrition savings were not applied to Information Services, as the Division had taken a 14% reduction during the development of the Fiscal Year 2025-26 budget.

The full budgetary impact of filling this position for the duration of the Fiscal Year is approximately $136,000.

Information Services - 1960
End of Year (EOY) budget is an estimate based on current Year-to-Date actuals.
Cost of hire amounts reflect total compensation (Salaries + Benefits)

- Adopted Budget: $4,109,800
- Budget Savings: $219,431
- Approx. FY25-26 cost of hire: $136,000
- Approx. annual cost of hire: $250,000-$300,000