



COUNTY OF MENDOCINO

Executive Office

DARCIE ANTLE
CHIEF EXECUTIVE OFFICER
CLERK OF THE BOARD

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Date: April 21, 2026
To: Honorable Board of Supervisors
From: Darcie Antle, Chief Executive Officer
Subject: Strategic Hiring Request – Deputy Chief Executive Officer (Deputy CEO)

The Executive Office is requesting to hire a Deputy Chief Executive Officer (Deputy CEO). The current Deputy CEO has accepted a position within a different department.

The loss of a Deputy CEO in the Executive Office will have a substantial impact on the operations within the county. Currently the Deputy CEO is heavily involved in the countywide budget preparation and monitoring, fee hearings, contract review for contracts countywide, and special projects. Additionally, the Deputy CEO is the liaison for multiple departments and assists with matters involving interdepartmental functions, provides professional and technical consultation on complex program matters, and interacts with a variety of individuals, both internally and within the community to provide information, disseminate departmental information and assist in resolving administrative issues.

The Executive Office has reviewed the current organizational chart and has determined the duties of the Deputy CEO cannot be absorbed by existing staff.

As of March, the Executive Office Budget Unit 1020 is projected to come in on budget. The 6% attrition factor applied to the Executive Office was \$73,394. There is no projected impact from this request to the Fiscal Year 25/26 Executive Office budget, as the position is currently budgeted.

Adopted Budget:	\$1,431,657
Revised Budget with Mid-Year Adj:	\$1,620,896
End of Year Projections:	\$1,620,895
Salaries & Benefits Budget Only:	\$1,360,744