

RESOLUTION NO. 26-

**RESOLUTION OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS
APPOINTING SARA PIERCE AS INTERIM CHIEF EXECUTIVE OFFICER**

WHEREAS, Mendocino County Code Chapter 2.28 establishes the position of Chief Executive Officer, appointed by the Board of Supervisors; and

WHEREAS, the term of the current Chief Executive Officer expires on July 12, 2026, and the current Chief Executive Officer has expressed her intent not to continue in that position; and

WHEREAS, there will be a vacancy in the position of Chief Executive Officer effective July 13, 2026; and

WHEREAS, County staff recommend that an Interim Chief Executive Officer be appointed for continuous County operations, while the Board of Supervisors considers a final appointment for the position; and

WHEREAS, Sara Pierce currently occupies the position of Assistant Chief Executive Officer; and

WHEREAS, Ms. Pierce has demonstrated that she possesses the qualifications necessary to capably serve as Interim Chief Executive Officer; and

WHEREAS, Ms. Pierce has expressed a willingness to serve as Interim Chief Executive Officer.

NOW, THEREFORE, BE IT RESOLVED that the Mendocino County Board of Supervisors hereby appoints Sara Pierce as Interim Chief Executive Officer as follows:

1. Sara Pierce is appointed as Interim Chief Executive Officer commencing July 13, 2026, with no break in County service.
2. As Interim Chief Executive Officer, Sara Pierce shall perform all duties of the Chief Executive Officer established by state law, County Code, and such other legally permissible and proper duties and functions as the Board of Supervisors shall assign or delegate from time to time.
3. Sara Pierce shall serve as Interim Chief Executive Officer at the will and pleasure of the Board of Supervisors.
4. Sara Pierce shall serve as Interim Chief Executive Officer for a period of six months or until such time as the Board of Supervisors fills the position of Chief Executive Officer on a regular basis, whichever occurs first. This term may be extended upon the mutual agreement of the Board of Supervisors and Sara Pierce.
5. The compensation and benefits for Sara Pierce as Interim Chief Executive Officer shall be governed by Mendocino County Code section 3.04.120.
6. Within fifteen days of the formal commencement of duties of a regular Chief Executive Officer appointed by the Board of Supervisors, Sara Pierce shall have the right of return to her previous position as Assistant Chief Executive Officer at her last held salary step for that position, which right of return shall be exercised by Ms. Pierce in writing. Upon exercising this right of return, Ms. Pierce shall commence duties as Assistant Chief Executive Officer and will not be considered to have any break in service of County employment. Except as expressly provided by this resolution, this right of return shall not alter, in any way, the terms and conditions of employment applicable to the position of Assistant Chief Executive Officer.

7. Should the Board of Supervisors determine to remove Ms. Pierce from the Interim Chief Executive Officer position without cause, Ms. Pierce shall have the right of return to her previous position as Assistant Chief Executive Officer at her last held salary step for that position, which right of return shall be exercised by Ms. Pierce in writing. Upon exercising the right of return, Ms. Pierce shall commence duties as Assistant Chief Executive Officer and will not be considered to have a break in service of County employment. Except as expressly provided by this resolution, this right of return shall not alter, in any way, the terms and conditions of employment applicable to the position of Assistant Chief Executive Officer. The Board may fill the Chief Executive Officer position on a regular basis or appoint another Interim Chief Executive Officer immediately following the last day actually worked by Ms. Pierce, which day may be determined by the Board.

8. The County shall have no obligation to provide the right of return stated in this resolution in the event the Interim Chief Executive Officer is discharged because of misconduct in office. Misconduct in office means (1) the willful breach of habitual neglect of the duties which are required to be performed by the Interim Chief Executive Officer; or (2) the commission of an act or acts of dishonesty, fraud, misrepresentation, or any other act of moral turpitude that would prevent or significantly interfere with the performance of the Interim Chief Executive Officer's duties.

The foregoing Resolution introduced by Supervisor _____, seconded by Supervisor _____, and carried this _____ day of _____, 2026, by the following vote:

AYES:
NOES:
ABSENT:

WHEREUPON, the Chair declared said Resolution adopted and SO ORDERED.

ATTEST: DARCIE ANTLE
Clerk of the Board

BERNIE NORVELL, Chair
Mendocino County Board of Supervisors

Deputy

I hereby certify that according to the provisions of Government Code Section 25103, delivery of this document has been made.

APPROVED AS TO FORM:
KATHARINE L. ELLIOTT
Interim County Counsel

BY: DARCIE ANTLE
Clerk of the Board

Deputy

Deputy