

MEMORANDUM
OFFICE OF THE
BOARD OF SUPERVISORS
COUNTY OF PLACER

TO: Honorable Board of Supervisors

FROM: Teri Sayad-Ivaldi, Senior Administrative Aide

DATE: March 27, 2012

SUBJECT: COMMITTEES AND COMMISSIONS – Placer County Charter Review Committee – Approve the appointment of Susan Prince to Seat #5 (representing District 5), as requested by Supervisor Montgomery.

ACTION REQUESTED

Approve the appointment of Susan Prince to Seat #5 (representing District 5), as requested by Supervisor Montgomery.

BACKGROUND

The purpose of the Placer County Charter Review Committee is to review the County Charter and make recommendations to the Board of Supervisors for amendments and/or revisions to the Charter. The County Charter was adopted by voters in 1980 and is a governing document that provides a level of flexibility in local decision making and contains provisions that guide the organizational structure, duties and responsibilities of elected and appointed officials. Section 601 of the County Charter requires the Board of Supervisors to convene a Charter Review Committee within five years of the last review and every five years thereafter. The last review action occurred in November 2007.

The Committee must hold at least two public hearings prior to making final recommendations to the Board of Supervisors. The recommendations of the Committee, if any, are not binding and do not compel the Board to adopt such recommendations. Any proposed changes or additions to the County Charter must be submitted to the voters of the County in the form of ballot measures including the text of the proposed amendments, impartial analysis and arguments.

The 2012 Charter Review Committee will consist of seven members, one appointed by each Supervisor and two At-Large members appointed by consensus of the Board of Supervisors.

FISCAL IMPACT

None



PLACER COUNTY
BOARD OF SUPERVISORS

RECEIVED

FEB 21 2012

CLERK OF THE
BOARD OF SUPERVISORS

APPLICATION FOR MEMBERSHIP ON
ADVISORY BOARD OR COMMISSION

THE FOLLOWING IS PUBLIC INFORMATION

APPLICATION FOR MEMBERSHIP ON: Placer County Charter Review Committee
(NAME OF BOARD, COMMISSION, OR COMMITTEE)

IF THIS BOARD/COMMISSION/COMMITTEE CALLS FOR A SPECIFIC TYPE MEMBER, PLEASE INDICATE THE
POSITION FOR WHICH YOU ARE APPLYING: Seat #5, District 5

NAME: Susan Prince

SUPERVISORIAL DISTRICT IN WHICH YOU RESIDE: District 5

TIMES YOU ARE AVAILABLE FOR MEETINGS: DAYS: MTTF TIMES 8 a.m. - 5 p.m.

EMPLOYMENT EXPERIENCE/PROFESSION (A RESUME MAY BE ATTACHED): See attached.

ORGANIZATION/COMMUNITY EXPERIENCE: See attached.

EDUCATIONAL EXPERIENCE: See attached.

APPLICATIONS WILL BE RETAINED FOR TWO YEARS

APPLICATION MUST BE FILED WITH THE CLERK OF THE BOARD OF SUPERVISORS
175 FULWEILER AVENUE, ROOM 101, AUBURN, CALIFORNIA 95603

DATE: 2/17/12 SIGNATURE: [Signature]

Susan D. Prince

PROFESSIONAL HISTORY

- **10/09 – present** – Retired; variety of community volunteer efforts, details below
- **1/05 – 10/09** – Self-employed web designer, *SDP Online Services*. Design and maintain websites for selected clients; maintained Placer County website under contract from 1/05 through 1/06. In April 2006, the site won Center for Digital Government award as one of 10 best local government sites for jurisdictions with populations 250,000 to 500,000.
- **7/99 – 12/04** – Public Information Assistant/Web Manager, Placer County Executive Office. Managed 5,000+-page Web site, including overall site management, extensive content development, creation and maintenance; online services development and planning with department managers, staff, technicians, and consultants; write for news releases, and internal and external county publications; provide emergency public information services; perform other duties, as assigned.
- **9/96 – 7/99** – Administrative Aide I & II, Placer County Board of Supervisors. Provided staff support for 5 elected officials including constituent complaint research and resolution, project research, drafted correspondence and speeches; provided staff support for 10 Municipal Advisory Councils (MACs) serving communities from Granite Bay to Colfax; maintained and created new content for Board Web pages; wrote MAC handbook for print and Web publication; developed database tracking and reporting tool for department-wide use for constituent contacts.
- **1/96 – 9/96** – Consultant, public TV governance research projects. Conducted survey of regional public TV general managers, analyzed and wrote report for regional public TV organization; as sub-contractor, conducted sample survey of public TV general managers nationwide, analyzed and contributed to final report for national public TV organization.
- **1/96 – 5/96** – Cashier, computer technician, Chevron Food Mart, Colfax (family business). Ran cash register, did daily accounts, tracked & stocked inventory, cleaned building and equipment; set up and trained managers in transition from manual to computerized daily accounts management.
- **7/95 – 12/95** – TV Programmer/Software Services Specialist, KVIE. Provided technical assistance for computer users; developed materials for and trained station staff in new email program; installed software; created KVIE's first Web site.
- **9/77 – 6/95** – Held positions of increasing responsibility in KVIE public TV programming department, from volunteer intern to Director of Programming. 16 years' experience selecting, purchasing and scheduling programs for station broadcast schedule; meeting FCC and other legal programming regulations; handling viewer editorial, content and scheduling concerns; supervising staff of 5 and occasional volunteers; staff support for community advisory board; managing annual budget of over \$1 million, inventory of thousands of TV programs, large videotape library. Extensive experience as program liaison to station Board of Directors. (Voluntarily left Director of Programming position to work in computer-based new media.)
- **1973 – 1975** – Taught grade school part-time and substitute-taught high school in U.S. Dept. of Defense public school for U.S.A.F. dependents in Belgium and The Netherlands.
- **1971/72** – Taught high school English and social studies part-time, San Mateo School District, while attending graduate school.

EDUCATION

- 1971 B.A., history, *cum laude*, Stanford University
- 1972 M.A., education, Stanford University; member, Pi Lambda Theta honor society

- 1976 – 1978 – Completed course work (4.0) for M.A. in communications studies at CSU, Sacramento; did not complete thesis or take degree.
- 1979 – 1980 – Further graduate work in accounting & marketing at CSU, Sacramento business school
- Certificate holder, 7/84, Corporation for Public Broadcasting (CPB) Mid-Management Training Program; Certificate holder, 2/95, CPB Advanced Strategic Management Program
- Placer County Executive Leadership Program graduate, Spring 2003
- CSTI Crisis Communication & The Media course, Winter 2003

PROFESSIONAL ACTIVITIES

- 2002-2004 Placer County Alternate Member, Local Emergency Planning Agency, California Region IV

National Organizations, positions held 1988 to 1995:

- PBS - PBS Express Advisory Group; National Program Service Advisory Committee; Fundraising Program Advisory Committee
- Public TV Programmers Association Board of Directors
- American Documentary/ P.O.V. Editorial Board
- MacNeil/Lehrer NewsHour Advisory Committee
- National Latino Communications Consortium Program Advisory Committee
- Native American Public Broadcasting Consortium grants panel
- CPB Technology Task Force; Program Fund grant awards evaluation panel
- Interregional Program Service Advisory Committee

Regional organizations, positions held 1991 to 1995:

Pacific Mountain Network (PMN) Board of Directors Executive Council; Program Committee

Local organizations, positions held 1980 to 1994:

- Sacramento Valley Broadcasters' Association active member, former treasurer
- Davis Community (computer) Network committee member (1993/94)

COMMUNITY ACTIVITIES

- Editor, 2006-present, Dutch Flat Community Center quarterly newspaper, *Community*
- Member, 2007-2008 Placer County Grand Jury; chair, Editorial Committee
- 2005/2006 President, Dutch Flat Community Center; also held positions as secretary and treasurer; board member 7 years; Editor, quarterly *Community* newspaper, May 2006 – present
- Member, Placer County CSA 28, Zone 27 Advisory Committee, 3/01 – 12/06
- Web manager for Dutch Flat Community Center (1995 – 2011), Foothill Fibers Guild (2007 – present), Friends of Auburn Library (2005 – 2009), Grouse Ridge Lookout Restoration Project (2011-present), North Fork American River Alliance (2004 – present)
- Volunteer work of various sorts for 30+ years for organizations including Capital Public Radio stations KXPR and KXPR; public TV station KVIE; Stanford University; National Forest Service and Federal Bureau of Land Management (Sierra Club service trips); Stanford History Dept. "Experience by Degrees" career development program; Sacramento ACLU; Golden Drift Historical Museum, Dutch Flat; Planned Parenthood Mar Monte; Sierra Foothills AIDS Foundation; various local & national political campaigns; Davis Community (computer) Network, Net at 2 Rivers (Sacramento community computer network), Colfax High School Falcon Foundation

PLACER COUNTY CHARTER REVIEW COMMITTEE

PUBLIC COMMITTEE

PURPOSE: The purpose of the Placer County Charter Review Committee is to review and evaluate the County Charter and make recommendations to the Board of Supervisors of any changes or additions to the Charter. The Committee shall review the Charter and, after at least two public hearings, make recommendations for amendments to or revisions of the Charter to the Board of Supervisors.

CONFLICT OF INTEREST: No

COMPOSITION: The composition of the 2012 Charter Review Committee as determined by the Board of Supervisors is seven members, one appointed by each Supervisor and two At-Large members appointed by consensus of the Board of Supervisors.

MEETINGS: Determined by Chairman of Committee. Two public hearings are required prior to final recommendations by Committee.

COMPENSATION: No direct compensation; however, Committee members may be reimbursed for expenses incurred related to Committee work and public hearings including meals and mileage reimbursement.

COUNTY CONTACT PERSON

Bekki Riggan
(530) 889-4030
175 Fulweiler Ave.
Auburn, CA 95603-

CONTACT PERSON

CURRENT MEMBERS

SEAT # 1
Vacant Seat
REPRESENTS: District 1
APPOINTED BY: BOS

SEAT # 2
Vacant Seat
REPRESENTS: District 2
APPOINTED BY: BOS

SEAT # 3
Vacant Seat
REPRESENTS: District 3
APPOINTED BY: BOS

SEAT # 4
Vacant Seat
REPRESENTS: District 4
APPOINTED BY: BOS

SEAT # 5
Vacant Seat
REPRESENTS: District 5
APPOINTED BY: BOS

SEAT # 6
Vacant Seat
REPRESENTS: At-Large
APPOINTED BY: BOS

SEAT # 7
Vacant Seat
REPRESENTS: At-Large
APPOINTED BY: BOS

