

COUNTY OF SACRAMENTO
OFFICE OF THE COUNTY EXECUTIVE



29

BRIAN H RICHTER
COUNTY EXECUTIVE

To: Board of Supervisors
City Council

From: Brian H. Richter, County Executive
Walter J. Slipe, City Manager

Subject: APPOINTMENT OF ACTING SETA DIRECTOR

The Board of Supervisors and the City Council have received notification that Gary Wilkening is resigning from his position as Director of the Sacramento Employment and Training Agency effective February 15, 1980. The Joint Powers Agreement between the City and County provides that the SETA Director is appointed by the County Executive and City Manager subject to confirmation by the City Council and Board of Supervisors.

The undersigned have met with the SETA Board of Directors to discuss the selection process and recruitment for a new director to replace Mr. Wilkening. The County's Department of Personnel Management has initiated the recruitment and selection process with the objective of having a new director selected and on board within 90 days of Mr. Wilkening's termination. Following the recruitment and examination process, the undersigned will jointly interview the finalists and recommend a candidate to the Board and Council for confirmation. In the meantime during the period following Mr. Wilkening's termination and the hiring of a new director it is imperative that an interim director be named to provide the necessary leadership and direction of SETA. Therefore, we are recommending and requesting your confirmation of the appointment of Janet Keyes as acting director effective February 16, 1980. The SETA Board of Directors concurs with this recommendation.

Respectfully submitted,

Brian H. Richter
County Executive

BHR/r

cc: SETA Board of Directors
Gary Wilkening
Janet Keyes
Gerald M. Pauly, Personnel Management

Walter J. Slipe
City Manager

RECEIVED
BY THE CITY CLERK

JAN 29 1980

OFFICE OF THE
CITY CLERK



CITY OF SACRAMENTO

OFFICE OF THE CITY CLERK

915 I STREET
CITY HALL ROOM 203

SACRAMENTO, CALIFORNIA 95814
TELEPHONE (916) 449-5428

LORRAINE MAGANA
CITY CLERK

MEMORANDUM

TO: WALTER J. SLIPE, CITY MANAGER

FROM: LORRAINE MAGANA, CITY CLERK *LM*

SUBJECT: REFERRAL OF ITEM NO. 29, AGENDA OF JANUARY 29, 1980

DATE: JANUARY 30, 1980

The Council confirmed the appointment of Janet Keyes as acting director of SETA effective February 16, 1980.