



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: September 8, 2020

DATE: Friday, September 04, 2020

TO: Board of County Commissioners

FROM: Nancy Parent, Clerk

THROUGH: Eric P. Brown, County Manager

SUBJECT: Recommendation and possible action to accept the resignation of Washoe County Clerk Nancy Parent, effective October 23, 2020, and to appoint Janis Galassini as Washoe County Clerk pursuant to NRS 245.170(1)(b) to serve the remainder of the unexpired term of Ms. Parent, effective October 23, 2020. Manager's Office. (All Commission Districts.)

SUMMARY

Washoe County Clerk Nancy Parent has submitted her resignation effective October 23, 2020. This item is to approve the appointment of Janis Galassini as the Washoe County Clerk, pursuant to NRS 245.170(1)(b), effective October 23, 2020, to fill the unexpired term of Washoe County Clerk Nancy Parent.

Washoe County Strategic Objective supported by this item:

Stewardship of our Community

PREVIOUS ACTION

No previous County Commission action.

BACKGROUND

The Washoe County Clerk is an elected position. The next election for the Washoe County Clerk is in 2022. The current Washoe County Clerk Nancy Parent was appointed County Clerk by this Board effective July 26, 2013 and was subsequently elected Washoe County Clerk in 2014 and re-elected in 2018. Ms. Parent has submitted her resignation from the position of Washoe County Clerk effective October 23, 2020.

Pursuant to Nevada Revised Statute 245.130, the Board of County Commissioners shall appoint a suitable person who is an elector of the county to serve the remainder of the unexpired term.

Janis Galassini, Chief Deputy County Clerk, has been recommended by Nancy Parent for appointment to fill the remainder of her unexpired term. Ms. Galassini has served Washoe County as Chief Deputy Clerk since September 8, 2015 and is well qualified to assume the duties of County Clerk. She oversees and manages all aspects and operations of the Clerk's Office on a daily basis and is infinitely familiar with the laws pertaining to

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the Constitutional Office of County Clerk. Ms. Galassini is a member of the County Fiscal Officers Association and the Nevada Association of County Clerks and Elected Officials.

In addition to Ms. Galassini's experience within the Clerk's Office, she served as the Administrative Services Director and Interim County Manager for Grant County, New Mexico in the mid 2000's, and has over 20 years of leadership experience in the private sector. Ms. Galassini has earned a Bachelor's Degree in Accountancy, a Bachelor's Degree in Business Administration (Finance), and a Master's Degree in Business Administration.

The appointment of Ms. Galassini to the position of County Clerk for the unexpired term of Nancy Parent will ensure smooth and consistent operation of the County Clerk's Office.

FISCAL IMPACT

Funding for this position is available in the Washoe County Clerk's Office annual budget.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the appointment of Janis Galassini as Washoe County Clerk effective October 23, 2020 to fill the unexpired term of Washoe County Clerk Nancy Parent.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

Move to appoint Janis Galassini as Washoe County Clerk effective October 23, 2020 to fill the unexpired term of Washoe County Clerk Nancy Parent.