

NOTICE OF A PUBLIC MEETING

April 1, 2022

Notice is hereby given that a meeting of the Election Commission of Harris County, Texas, will be held on Wednesday, April 6, 2022, at 10:00 a.m. in the Courtroom of the Commissioners Court of Harris County, Texas, on the ninth floor of the Harris County Administration Building, 1001 Preston Street, Houston, Texas. This meeting is also being held virtually to advance the public health goal of limiting face-to-face meetings and thus slow the spread of the Coronavirus (COVID-19).

Notice is hereby given that the meeting will be held for the purpose of considering and taking action on matters brought before the Election Commission as shown on the posted agenda and limited to the following: 1) Discussion and approval of a timeline and plan for hiring an Elections Administrator; 2) Discussion and approval to use an executive search firm identified by the County Administrator to recruit, screen, and evaluate potential Elections Administrator candidates and help manage and streamline the hiring process on behalf of the Elections Commission; and 3) Discussion and approval of the Elections Administrator job description and for Human Resources and Risk Management to post the approved job description online and distribute it broadly.

Agendas may be obtained in the Commissioners Court's courtroom on the day of the meeting or via the internet at <https://agenda.harriscountytexas.gov>. Members of the public may attend, participate and/or address the Election Commission in-person. The public also may virtually access the meeting through the following link: <https://agenda.harriscountytexas.gov>.

The public may make comments in person by signing up to speak by no later than Wednesday, April 6, 2022, at 8 a.m. at <https://appearancerequest.harriscountytexas.gov/>

If more than 25 members of the public sign up to make comments, each speaker's comments will be limited to, at most, one (1) minute in total, notwithstanding how many agenda items the speaker signs up to comment on. If 25 members of the public or fewer sign up to make comments, each speaker's comments will be limited to, at most, three (3) minutes in total, notwithstanding how many agenda items the speaker signs up to comment on.

It is the intention of the Election Commission to provide open access to all members of the public of Harris County to express themselves on issues addressed by the Commission. Persons shall conduct themselves with proper respect and decorum in addressing the Commission, in participating in public discussions before the Commission, and in all actions in the presence of the Commission. Profane, insulting, or threatening language, and racial, ethnic or gender slurs or epithets will not be tolerated. Those persons who do not conduct themselves in an orderly and appropriate manner will be ordered to leave the meeting.



Lina Hidalgo, County Judge
and Chair of the Elections Commission
of Harris County, Texas

Election Commission of Harris County, Texas

April 6, 2022

10:00 a.m.

Commissioners Courtroom

AGENDA

1. Discussion and approval of a timeline and plan for hiring an Elections Administrator.
2. Discussion and approval to use an executive search firm identified by the County Administrator to recruit, screen, and evaluate potential Elections Administrator candidates and help manage and streamline the hiring process on behalf of the Elections Commission.
3. Discussion and approval of the Elections Administrator job description and for Human Resources and Risk Management to post the approved job description online and distribute it broadly.