

Senator Ben Kieckhefer resigned his seat for Senate District 16, the responsibility to filling that seat falls to the county or counties that the seat represents. In this case SD 16 represents part of Washoe and all of Carson City. Statute states that the county with the largest populations of those represented creates the process for the appointment and in this case that is Washoe County. We have met with Carson City and have agreed to the following process.

Applications will be provided and accepted by Washoe County with eligibility confirmed by our Registrar of Voters for Washoe residents and the Carson City Clerk for Carson residents. The application will be available for people to see on the main Washoe County website starting tomorrow (Wednesday). The window for applications to be submitted will start Friday Oct 22 at 9 am and close Thursday Oct 28 at 12 pm. Applications received outside of that window will not be accepted. Applications can be submitted in person in the Washoe County Manager's office or via email at [SD16applications@washoecounty.gov](mailto:SD16applications@washoecounty.gov).

Only completed applications will be considered, the applications consist of an application form, a declaration of eligibility and an optional cover letter or resume. Letters of Recommendation that are submitted with the application will not be considered, those should be submitted as public comment to each board meeting during their individual interview process.

Carson City Board of Supervisors will conduct their interviews to determine a nomination on Nov 4, 2021. Washoe County Board of County Commissioners will conduct out interviews to determine our nomination on Nov 9, 2021. The 2 boards will have a joint meeting to appoint an individual to the seat on Nov 10, 2021.

- Wednesday Oct 20 morning applications available to be viewed on Washoe County website and County Manager's Office
- Friday Oct 22 @ 9 am application period opens
- Thursday Oct 28 @ 12pm (noon) application period closes
- Thursday Nov 4- Carson City Interviews and nomination
- Tuesday Nov 9- Washoe County Interviews and nomination
- Wednesday Nov 10- Joint meeting to determine appointment

Applications are 3 pieces

1. Application
  2. Declaration of eligibility
  3. Cover Letter or Resume (optional)
- Letters of recommendation cannot be submitted with the application, should be submitted as public comment to each board meeting

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