



## **HEARING OFFICER PANEL FACT SHEET**

**COMPENSATION:** The Hearing Officer shall be compensated for their time spent on exercising the authority and duties of Hearing Officer at the rate of \$200 per hour and may be reimbursed for actual and necessary expenses. Expenses exceeding \$250 must be approved in advance by the Board of Supervisors or the director of the department taking the administrative action.

**LEGAL AUTHORITY:** San Joaquin County Ordinance No. 4477, adopted May 24, 2016.

**QUALIFICATIONS:** The Hearing Officer must be an attorney admitted to practice before the courts of the State of California for at least five (5) years prior to appointment. The Hearing Officer must reside in the County and have worked as an attorney in the County for at least three (3) years. The Hearing Officer shall not be qualified if they have served as a legal representative for, or were employed by, the County within the six (6) months immediately preceding their appointment.

Each applicant to the position of Hearing Officer shall submit proof of qualifications. Selected qualified applicants shall be appointed to a panel of Hearing Officers administered by the Clerk of the Board of Supervisors.

**TERM:** 4 Year term from appointment. If the Hearing Officer is in the process of hearing a matter when their term expires then that Hearing Officer shall continue to hear that matter until it is complete.

**DUTIES:** The Hearing Officer shall have the authority to conduct hearings, issue subpoenas, receive evidence, administer oaths, rule on the admissibility of evidence, prepare a record or proceedings, and rule on questions of law in regards to any appeal from (1) an administrative action by the County relating to any violation of the County Development Title, or (2) a Statement of Expense.

**CONTACT PERSON:** Rachél DeBord  
Clerk of the Board  
44 N. San Joaquin Street, Suite 627  
Stockton, CA 95205  
(209) 468-2350