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Supervisors Appoint New Clerk of the Board

(Santa Ana, CA) — The Orange County Board of Supervisors has appointed Susan D. Novak to serve as Clerk of the Board effective February 10, 2012.

Ms. Novak has served as Chief Deputy Clerk of the Board of Supervisors since 1997 and has been serving as Interim Clerk of the Board since the retirement of Darlene Bloom. "Susan has the knowledge and experience needed to lead this important office and the Board looks forward to working with her in this new capacity," said Chairman John M.W. Moorlach, Second District Supervisor.

During her 28 year career with the County of Orange, Ms. Novak has also held positions with the Social Services Agency, County Administrative Office and Auditor-Controller's office. She received her Bachelor's Degree in Business Administration with an emphasis in Accounting from California State University, Fullerton and is a graduate of the Orange County Leadership Academy. Under the terms of her appointment by the Board of Supervisors, her salary was set at \$138,590 annually.

The Clerk of the Board of Supervisors provides administrative support to the Board of Supervisors, the governing boards of certain districts and authorities and the Assessment Appeals Boards and Hearing Officers. The majority of its functions are defined and mandated by various California Statutes, Revenue and Taxation Codes, County Ordinances, Board Resolutions, County Rules of Procedure and by Board of Supervisors' policy.