

MINUTES

Personnel Committee Meeting

6/24/2025

2:00 p.m.



Attendees: Cindy Lavoie, Kevin Vaughn, Amber Tynan, Princess Ousley, Martina McDowell, Erin Gillespie, Beth Cicchetti, Quincee Messersmith - CLEO

Not Present: Shelly Bell

Board Staff: Matt Salera, Charlotte Brown

Guest:

Recording: Matt Salera

Welcome – Kevin Vaughn

Meeting called to order @ 2:02pm.

- **Meeting Minutes Approval – June 2, 2025 - Action Item I**

Motion made by Princess. Seconded by Cindy. All in favor.

CEO Search and Recruitment Process – Discussion Items

- **Process Update:** Charlotte stated that Martina connected with Walter Simmons, who agreed to be a comparator for the behavioral assessment and Jim McShane and Richard Williams also agreed to serve as a comparator. She said that she hadn't heard from the fourth one and would follow up with her. Charlotte then reviewed the one-way interviewing platform and showed the introduction and conclusion videos featuring Martina and Kevin.
- **Top 20 Discussion:** Based upon the committee's initial process plan, up to 20 candidates can be selected to participate in the next phase, which includes the one-way interviews. Matt reviewed the results of the committee members' top choices stating that 6 of the committee members submitted their choices for their top applicants. Matt then stated that 1 applicant was chosen by all 6 members, 1 other applicant was chosen by 5 members, 3 candidates were chosen by 4 members, 3 candidates were selected by 3 members, and 10 candidates were selected by 2 members. Erin suggested holding a one-way interview with the top 8 applicants and Kevin and Martina agreed. Erin made a motion to move forward with a one-way interview of the top 8 applicants and Amber seconded. Charlotte then discussed the next steps in the recruitment process, which is the assessment and written questions then virtual interviews and then the in-person interviews in September.

Meeting adjourned 2:28.