



Catalyst for Regional Progress

PVPC

Timothy W. Brennan, Executive Director

EXECUTIVE DIRECTOR SEARCH COMMITTEE

Meeting #3 – November 15, 2018 at 4:00 p.m.

A G E N D A

1. Call to Order and Welcome Committee Member Denise Jordan of the Springfield Housing Authority
2. Summary Notes From the Second, Organizational Meeting of the Executive Director Search Committee Held on September 6, 2018 (these notes are attached)
3. Review, Discuss and Act on Written Requests, Submitted to the Committee Chair and Vice Chair by Several Staff Members, to Add a Non-Voting Staff Member to the Current Composition of the Search Committee
4. Review, Discuss and Refine a Proposed Applicant Screening/Scoring Sheet That Will Help Determine Which Candidates Will be Invited to Undergo a First Round Interview (draft screening document to be distributed)
5. Review, Discuss and Decide Who and How the Initial Screening of Applicants Will be Conducted Early on in 2019
6. Schedule the Fourth Meeting of the Search Committee for Mid-January 2019 Which Will Include an Attorney-led Legal Briefing Focusing on Applicable Legal and Open Meeting Requirements That the Search Committee Will Need to Understand and Follow
7. Other Business

ADJOURN

TWB/ikg

Attachment

cc: PVPC Staff