



Community
MENTAL HEALTH
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SEARCH AD HOC COMMITTEE

Meeting Minutes

Thursday, July 9, 2015, 12:00-1:30 p.m.

Community Mental Health Building, 812 E. Jolly Road

Conf. Room G11-B

Committee Members Present:

Kay Pray, Kam Washburn, Raul Gonzales, Stephen Manchester, Carol Koenig, Chris Swope, Joe Brehler, Kay Pray

Committee Members Absent:

None.

Staff Present:

Judy Hazle, Al Way, Chris McDaniel, Stacia Chick, Sharon Blizzard, Morgan McKittrick

Public Present:

Jeff Fleming, Local 459

Call to Order:

The meeting was called to order at 12:20 p.m.

Previous Meeting Minutes:

MOVED by Kay Pray and SUPPORTED by Raul Gonzales to approve the meeting minutes of June 18, 2015. MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Carol Koenig and SUPPORTED by Kay Pray to adopt the agenda. MOTION CARRIED unanimously.

Kam Washburn suggested that he would like to hold interviews at the July Board meeting. If that is not possible then hold a special Board meeting the following week.

Public Comment on Agenda Items

No comment.

BUSINESS ITEMS

Application Review

MOVED by Kay Pray and SUPPORTED by Carol Koenig to move into closed session to review the applicants for the CEO position. MOTION CARRIED unanimously.

The committee came out of closed session to review the remaining applicant's resumes.

The first applicant reviewed in open session was Andrea Bridgewater. It was commented that this applicant seems to have knowledge of grants and budgets. She has a very short work history. *It was recommended to flag this person and move them forward.*

The next applicant reviewed was Jeffrey Brown. Mr. Brown's qualifications were discussed. *Applicant flagged not to move forward for an interview.*

The resume of Mr. Wilbert Morris was reviewed. There was some question on whether or not this person would want to keep their private practice? It was noted that there seemed to be no mention on budget experience in his resume. *It was recommended to flag this person and move them forward.*

The committee reviewed the application of Janette Shallal and agreed the resume was lacking information. It was suggested this person had knowledge on how to make things happen and get them done. *It was recommended to flag this person and move them forward.*

The resume for Abe Singh was reviewed. It was noted that Mr. Singh has a financial background. Committee members commented it seems as though he had a step back in 2009. The committee also questioned the submission of too much information. *It was recommended to flag this person and move them forward.*

Joe Brehler recommended that the following applicants be moved forward in the interview process: Wilbert Morris, Janette Shallal, and applicants #2 and #3 from closed session. Chris Swope commented that Mr. Morris and applicant #2 interest's him the most, with the least interest in Brown, Shallal, and Singh. Stephen Manchester commented he would like Wilbert Morris moved forward. Kay Pray would like to see #2 and Mr. Morris as well as Ms. Bridgewater interviewed. Raul Gonzales stated he would like to interview #3 and Mr. Morris as well as Mr. Singh.

Wilbert Morris, #2 and #3 were all agreed upon. Outliers were Schallal, Singh, and Bridgewater. The committee agreed that interviewing three is too few so it was recommended to interview the six.

MOVED by Chris Swope to invite for an interview the following persons: Wilbert Morris, Abe Singh, Janet Schallal, Sara Lurie, Andrea Bridgewater, and Joel Rus. SUPPORTED by Stephen Manchester. It was discussed and agreed to reimburse the applicants travel and overnight stay up to two nights. MOTION CARRIED unanimously.

Review of Interview Questions

A document with recommended questions for interviewing was distributed for review. The writing sample situations were provided by Bob Sheehan. Kam Washburn suggested that one of the two questions be done before the interview by the applicant. On the verbal questions, Kam would like the applicant to have the first two questions given ahead of the interview.

Kam Washburn recommended that the committee send Morgan McKittrick feedback on the questions. Sharon Blizzard asked Bob Sheehan and Stacia Chick to provide questions regarding budget to be included in the questions recommended.

There was a suggestion made on making some questions verbal and some questions written (written done before interview date).

A meeting of the Search Ad Hoc Committee to review the questions was scheduled for Thursday, July 16th following the Board meeting which is at 6:00 p.m. Committee members can send their input to Morgan McKittrick if they will be unable to attend.

Process for Scheduling Interviews

Interview date of candidates will be scheduled at the upcoming Board meeting. It was suggested that 10:00-2:00 on July 22nd and July 23rd from 10:00-2:00 be the interview times. Judy Hazle will call the remaining Board members not on the Search Ad Hoc Committee and notify them of the interview dates.

Old Business

No old business to report.

New Business

No new business to report.

Public Comment

None.

Adjournment

The meeting was adjourned at 3:20 p.m. The next meeting is scheduled for Thursday, July 16th following the 6 pm Board meeting.

Minutes submitted by:

Judy Hazle
Executive Administrative Assistant