

MINUTES
LAW DIRECTOR SELECTION AD HOC COMMITTEE
JEREMY MANSFIELD, CHAIRMAN
NOVEMBER 2, 2022

Present:

Jeremy Mansfield, Chairman
Mark Harrison, Vice-Chairman
Shannon Burgdorf

Absent:

Craig Garton

Also Present:

John C. Isbell, County Mayor
Merrol N. Hyde, Commission Chairman

Chairman Mansfield brought the Law Director Selection Ad Hoc Committee meeting to order with an invocation on November 2, 2022, at 5:30 p.m. Chairman Mansfield declared a quorum present to conduct business.

3. Approval of Agenda. Without objection, Comm. Mansfield moved to adopt his handouts as the agenda. The Committee voted unanimously to adopt as the agenda.(attached)

4. Recognition of Public. None

5. New Business.

a. Discussion of Interview Process. Chairman Mansfield opened discussion of the interview process and question matrix. He recommended a public hearing with a thirty minute block per candidate. After public hearing, the Ad Hoc would meet to determine which candidates the committee would like to send to the Legislative Committee for consideration before sending to full Commission in December. There was discussion of possible meeting dates. Chairman Mansfield confirmed there are seven candidates as of now, as one candidate had withdrawn their resume.

Comm. Harrison moved, seconded by Comm. Burgdorf, to approve the process outline and question matrix. The motion carried unanimously.

Chairman Mansfield moved, seconded by Comm. Harrison, to approve tentative meeting date of November 16, 2022 from 5:30 pm to 8:00 pm for first round of interviews. The motion carried unanimously.

Chairman Mansfield moved, seconded by Comm. Harrison, to approve tentative meeting date of November 30, 2022 from 5:30 pm to 8:00 pm for second round of candidates. The motion carried unanimously.

6. Adjournment. Chairman Mansfield declared the meeting adjourned at 5:47 p.m. upon motion of Comm. Harrison, and seconded by Comm. Burgdorf.

Prepared by Jennifer Mitchell

Interview Process

- Individually interview applicants with a list of questions.
- Members report back to the rest of the Ad Hoc.
- Public hearing:
 - Bring candidates in, asking them questions one person at a time.
 - Have each candidate take an introductory 5 minutes to provide information about their background, etc.
 - Have each candidate partake in 25 minutes of questions and answers.
 - 30 minutes total time for interview for each candidate.
 - 5 minute reset (buffer time) in between each interview.
- After the public hearing, Ad Hoc meets, deliberates and discusses each candidate and votes up or down on who or how many we want to send to the Legislative Committee with a positive (or negative) recommendation.
- Legislative Committee will deliberate and send onto Full Commission.
- Final candidates brought before Full Commission will have 7 minutes to speak before the Commission before deliberation of the body and final vote takes place.

Candidate Name _____

Q&A	SCORE	IMPACT	PRIORITY
<p>Question:</p> <p>Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisi ut aliquip ex ea commodo consequat?</p> <p>Answer/Notes:</p> <p>>Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisi ut aliquip ex ea commodo consequat?</p> <p>Question:</p> <p>Answer/Notes:</p> <p>Question:</p> <p>Answer/Notes:</p>	4	Medium/High	High

Candidate Score: 5 = exceptional, 4 = above average, 3 = average, 2 = below average, 1 = unsatisfactory