

Ad Hoc City Manager Selection Process Committee
Friday, January 21, 2022
Meeting Minutes

Members in attendance: Mayor Jeni Arndt; Councilmember Shirley Peel; Councilmember Susan Gutowsky; Teresa Roche, Human Resources; Carrie Daggett, City Attorney; Amy Resseguie, Senior Specialist Communications and Public Involvement; Melanie Clark, Executive Administrative Assistant

Additional Councilmembers in attendance: Councilmember Julie Pignataro

Staff in attendance: Jenny Lopez Filkins, City Attorney

Public in attendance: Ann Hutchison, Chamber of Commerce

A meeting of the City Council Ad Hoc City Manager Selection Process Committee (“Committee”) was held on Friday, January 21, 2022, virtually through a Zoom webinar.

Agenda

- Call Meeting to Order
- Discussion Items:
 - Preparation for Executive Session on January 24, 2022
- Adjournment

Next Meeting: January 24, 2022

The meeting began at 7:33 a.m.

Roll call was taken.

Teresa explained that the purpose of today’s meeting is so that everyone will understand the flow and requirements for Executive Session on Monday, January 24, 2022.

Teresa shared a diagram explaining how 9 Enneagram Types perceive decision making.

Teresa explained that today’s topic intends to gain alignment on the process for navigating the polarity of providing the conditions for a healthy, free-flowing, and productive Council dialogue about the candidates while ensuring compliance with the Colorado Open Meetings law.

Teresa explained that candidates could be discussed in an executive session without publicly naming who they are; though, the City has a long-standing practice of sharing the finalists with the organization and community. She explained that managing the candidate experience matters, and until the finalists are named, it is an effective recruiting strategy to maintain confidentiality.

Mark explained the process of reviewing the candidates. He will present the candidates in three groups: those who do not meet the minimum qualifications, those who meet the qualifications, and those who exceed the minimum qualifications.

Councilmembers felt very strongly about reviewing resumes and applications in advance of the executive session. Mark agreed that he would reach out to SGR to see if they would make an exception to their policy and allow him to share the documents before the executive session.

Councilmembers shared concern over the timing of the interview process and that they would like the onsite interviews scheduled at the end of March/beginning of April. They also shared they are open to evenings and weekends to accommodate schedules. And there was a strong desire to have one-on-one time with the finalists. Many creative ideas were generated, and Teresa committed to bringing forward an interview design and timeline that reflected the Council's intentions.

Teresa summarized the discussion stating that Mark will make every effort to get materials available to Council before Monday in addition to Mark's plan to share a summary of each candidate at the executive session. Mark reiterated he would be available to answer questions that any Councilmember may have about the candidates.

Meeting adjourned at 8:45 a.m.