

**Chief Judge Recruitment  
Ad Hoc Council Committee Minutes**

**April 13, 2020 3:30pm to 4:53 pm**

Members in attendance: Mayor Wade Troxell; Mayor Pro Tem Kristin Stephens; Council Member Susan Gutowsky; Teresa Roche, Chief Human Resources Officer; Jenny Lopez Filkins, Senior Assistant City Attorney; Catherine MacGowan, HR Business Partner; Lynda Byrnes, HR Business Support; Edward Williams, Executive Recruiter- BakerTilly.

A meeting of Chief Judge Recruitment Ad Hoc Council Committee ("Committee") was held virtually via Zoom on Monday, April 13, 2020 at 3:30 pm.

Mayor Troxell calls the meeting to order at 3:31 pm.

Based on Emergency Ordinance Number 054, 2020, Mayor Troxell determined it would not be prudent for all committee Councilmembers to be present physically due to a health emergency. Mayor Troxell determined that the meeting should proceed virtually because the matters being discussed are pressing and require prompt action by City Council.

Mayor Troxell asks for approval of March 30, 2020 minutes

Mayor Pro Tem Stephens moves to approve the minutes.

Ms. Gutowsky seconds.

All in favor? Each votes in favor.

No one from the public is in attendance at the meeting, thus no public comments.

Mayor Troxell asks for consideration of a motion to adjourn into an executive session.

Mayor Pro Tem Stephens makes motion to move into executive session as follows:

"I move that the Chief Judge Selection Process Committee go into executive session, as permitted under Article Two, Section Eleven of the City Charter, Section 2-31(a)(1) of the City Code and Colorado Revised Statutes Section 24-6-402(4)(f) (roman numeral one), for the purpose of discussing personnel matters involving the recruitment and selection of a new Chief Judge."

Ms. Gutowsky seconds the motion.

Mayor Troxell calls for a vote.

All those in favor? Each votes in favor.

The Committee moves into executive session on Monday, April 13 at 3:37 pm with the following people in attendance by roll call:

Mayor Wade Troxell

Susan Gutowsky

Mayor Pro Tem Kristin Stephens

Teresa Roche

Catherine MacGowan

Lynda Byrnes

Edward Williams

Jenny Lopez Filkins

The executive session is conducted for the purpose of discussing matters regarding the recruitment and selection of the new Chief Judge.

At 4:49 pm Mayor Troxell concludes the executive session where the following people were present:

Mayor Wade Troxell  
Susan Gutowsky  
Mayor Pro Tem Kristin Stephens  
Teresa Roche  
Catherine MacGowan  
Edward Williams  
Lynda Byrnes  
Jenny Lopez Filkins

Open Session resumes at 4:50 pm.

Ms. Roche proceeds with the last agenda item of the day which is reviewing final selection activities, virtual panel interviews and public forum. Teresa says staff will publicize the public forum in partnership with communications and public information office to get the word out starting this week.

Ms. MacGowan adds that the landing page where all the information regarding public forum also includes a place where the public is encouraged to submit questions for candidates prior to forum. These questions will be vetted beforehand as there will be no live opportunity for questions.

Ms. Roche suggests the committee close with a moment of appreciation

Mayor Troxell: It's been a good process with a good team and good candidates and at good point to take the process forward to council and the public, and he is thankful.

Mayor Pro Tem Stephens: found the process informative, happy to have all the information and grateful for the process being laid out so well

Ms. Gutowsky: grateful for having such a transparent process.

Mayor Troxell announces that the Meeting stands adjourned 4:53 pm.