



ASSEMBLY CITY MANAGER RECRUITMENT COMMITTEE AGENDA

June 12, 2023 at 12:05 PM

City Hall Conference Room 224/Zoom Webinar

<https://juneau.zoom.us/j/81598547363> or 1-253-215-8782 Webinar ID: 815 9854 7363

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. 2023-05-30 City Manager Recruitment Committee Minutes - Draft

E. RECRUITMENT AND SELECTION PROCESS FOR CITY MANAGER POSITION

F. EXECUTIVE SESSION

City Manager Selection Criteria and Applicant Discussion

Suggested Motion: Motion by xx, " I move we recess into executive session to discuss matters that the immediate knowledge of which would defame or prejudice the character or reputation of any person, and to discuss recruitment examination materials that are confidential"

G. NEXT MEETING DATE

June 27, 2023 at 1:00 p.m.

H. SUPPLEMENTAL MATERIALS

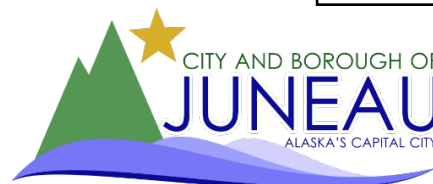
I. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.

ASSEMBLY CITY MANAGER RECRUITMENT COMMITTEE MINUTES

May 30, 2023 at 12:10 PM

City Hall Conference Room 224/Zoom Webinar



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A. CALL TO ORDER

Ms. Alicia Hughes-Skandij's, on behalf of Chair Woll, called the Assembly City Manager Recruitment Committee meeting to order at 12:12 p.m.

B. ROLL CALL

Members Present: Chair Christine Woll (via Zoom), Wade Bryson, Alicia Hughes-Skandij's and Michelle Hale

Members Absent: None

Staff/Other Present: HRRM Director Dallas Hargrave, Mayor Beth Weldon, Deputy Clerk Diane Cathcart, Juneau Empire Journalist Clarise Larson and KTOO Reporter Katie Anastas

C. APPROVAL OF AGENDA

Agenda approved as presented.

D. APPROVAL OF MINUTES

Minutes approved as presented.

1. 2023-05-15 City Manager Recruitment Committee Minutes - Draft

E. RECRUITMENT AND SELECTION PROCESS FOR CITY MANAGER POSITION

Mr. Hargraves notified the committee that the City Manager Job Announcement has been posted. He noted the goal of this meeting will be to review selection material, criteria and process once the committee moves into executive session.

Ms. Hughes-Skandij's asked Mr. Bryson to make the motion to bring the committee into executive session.

F. EXECUTIVE SESSION

City Manager Selection Criteria and Applicant Discussion

MOTION: by Mr. Bryson that the committee recess into executive session to discuss matters that the immediate knowledge of which would defame or prejudice the character or reputation of any person, and to discuss recruitment examination materials that are confidential and ask for unanimous consent, *hearing no objection, committee moved into executive session at 12:14 p.m.*

G. NEXT MEETING DATE

June (Date TBD) - to discuss selection materials.

June (Date TBD - After Position Closes) - review candidates, create semi-finalist candidate list.

The committee chose June 12 at 12:05pm and June 27 at 1:00pm for the next meeting dates.

H. ADJOURNMENT

Per a motion by Mr. Bryson, the committee reconvened from executive session at 1:09 p.m. and having no further business to come before the committee, meeting adjourned at 1:10 p.m.