

2013-08-12 PNB Personnel Cmte. Minutes

Draft Agenda

I. Call to order/roll call

II. Approve agenda

III. Approve minutes 2013-06-10; 2013-07-22

IV. ED Search

A. Survey Monkey Update- Phase 1

1. Paper & Pencil Preliminaries- J Cromshow

2. Formal Analysis- J Lane-Ewart

B. Phase 2: Video candidate interviews (videoconferencing) T Rosenberg

V. Old Business

A. PNB PD Search Motion re: ED Salary Range

B. Handbook – T Rosenberg

C. General Counsel Search

VI. New business: New business: Create ED search questions on Survey Monkey

VII. Next scheduled meeting: 09-09-2013

VIII. Action items

IX. Adjourn

2013-08-12 PNB Personnel Cmte. Minutes

I. Meeting was called to order at 9:11pm ET

Present: T Allen, Janet Coleman, John Cromshow, Janis Lane Ewart, Luzette King, Tracy Rosenberg

II. Approve agenda: Agenda approved without objection.

III. Approve minutes 2013-06-10; 2013-07-22 Approved without objection.

IV. ED Search

A. Survey Monkey Update- Phase 1

1. Paper & Pencil Preliminaries- J Cromshow

2. Formal Analysis- J Lane-Ewart re-sent formal analysis; Cmte. agreed to discuss in executive session—no objection.

B. Phase 2: Video candidate interviews (videoconferencing) T Rosenberg- J Lane-Ewart asked if we would follow process of set questions as we did in the CFO Search process. (This was handled in item VI.)

V. Old Business

A. PNB PD Search Motion re: ED Salary Range. Chair will attempt to put this on the PNB agenda.

B. Handbook– T Rosenberg: Chair asks that T Rosenberg submit the Handbook as written and 6 suggested changes to HR for their recommendations. Cmte. agrees.

C. General Counsel Search: PNB asked the Cmte. to start a search for a permanent General Counsel. PNB wants a Request for Proposal. T Rosenberg will find the copy of RfP for our next meeting.

** Re: PNB motion regarding exit interviews for Pacifica employees, Chair will put this on the Cmte.

Sept. agenda.

VI. New business: Create ED search questions on Survey Monkey: J Lane-Ewart will create a document with 10 preliminary questions as a starting point and Cmte. will add/adjust through Google Documents.

VII. Next scheduled meeting: 09-09-2013

VIII. Action items: **J Cromshow put approval of Salary Range Notification on the PNB agenda.

** T Rosenberg will submit the Handbook as written and 6 suggested changes to HR for their recommendations.

** T Rosenberg will find the copy of RfP for our next meeting.

** Re: PNB motion regarding exit interviews for Pacifica employees, Chair will put this on the Cmte.

Sept. agenda.

** J Lane-Ewart will create a document with 10 preliminary questions as a starting point and Cmte. will add/adjust through Google Documents.

IX. Meeting adjourned at 10:55pm ET.

Respectfully submitted,
Teresa J. Allen
Secretary
08-12-13; approved 2013-09-09