



KENSINGTON FIRE PROTECTION DISTRICT BOARD OF DIRECTORS SPECIAL MEETING MINUTES

DATE/TIME: February 22, 2023, 4:30PM

LOCATION: Zoom Teleconference

PRESENT: Directors: President Larry Nagel, Director Don Dommer, Director Daniel Levine, Director Julie Stein, Director Jim Watt

Staff: IGM Mary Morris-Mayorga

ABSENT: Director Don Dommer

1. CALL TO ORDER/ROLL CALL:

President Stein called the meeting to order at 4:35 p.m. and confirmed the roll call, with Director Dommer absent.

2. PUBLIC COMMENT:

There was no public comment at this time.

3. DEVELOP A CANDIDATE DESCRIPTION FOR THE EXECUTIVE SEARCH PROCESS (0:03:48):

Brent Ives, BHI Management Consulting, presented this item and reviewed the typical qualifications of candidates along with briefly addressing the potential challenges associated with recruiting for a part-time executive level position. He provided an overview discussing: different levels of manager; typical Board/GM relationship; critical aspects of the individual, search, and position; process options; important aspects of expected employment features; and overview of preliminary schedule and communications.

Director Levine sought clarification on the position classification and asked IGM Morris-Mayorga what skills would be needed. IGM Morris-Mayorga responded that a broad background with a variety of agency types along with business operations experience and exposure to capital projects would be beneficial. Director Watt asked questions surrounding reporting relationships. Director Nagel highlighted his view of the major difference between private sector versus public sector candidates, provided input on proximity of the candidate to the District, and noted that an understanding of fire service would be helpful. Director Stein reviewed essential skills (leadership, finance, human resources, supervision) and provided input on proximity. The public safety building renovation and consolidation were discussed with respect to the impact on the search for candidates.

Mr. Ives reviewed the next steps of working with the committee on ad/brochure and marketing along with reviewing the preliminary project schedule.

Public comment was made by Paul Dorroh thanking the Board for the openness and transparency of the meeting, and that the current Interim General Manager is an excellent candidate.

4. ADJOURNMENT: President Stein adjourned the meeting at 6:16 p.m.

The next Regular Board of Directors meeting will occur on March 15, 2023 at 7pm.

MINUTES PREPARED BY: Mary Morris-Mayorga

These minutes were approved at the Regular Board Meeting of the Kensington Fire Protection District on April 19, 2023.

Attest:

Secretary of the Board