

LDDC  
ED Search Committee  
September 29, 2020

BRENTON ANDRUS: Good afternoon everyone. Randall, just want to let you know Committee members you have Chris Rodriguez, Kim Basile, Mike Billings, yourself and Temisha Sonnier on. You do have a quorum of five people.

RANDALL BROWN: Okay. Let us get started then. Can everybody hear me okay? Good afternoon. Thank you everybody for taking the time to be here today. We have first to approve the June 12th, 2020 search committee meeting summary. Which is linked there in the agenda. Did everyone have time to review it? Do I have a motion to approve?

MICHEAL BILLINGS: I make a motion to approve the minutes summary for June 12th, 2020 search committee meeting.

RANDALL BROWN: Thank you, sir. A motion from Mike Billings to approve June 12th, 2020 search committee meeting summary. Do I have a second?

TEMISHA SONNIER: I will second.

RANDALL BROWN: Thank you. Temisha Sonnier seconds. Do I have any abstentions to this motion? Any objections? Hearing none, the motion carries. Thank you. All right, well basically we need to meet today because we need to do one very important thing. We need to decide and if it's our decision to continue to contract with LANO. Then we need to vote on the issue of selecting LANO again. As everyone is aware, we were instructed by the administration for community living and office on intellectual and developmental disabilities that we need to make adjustments to our, and here is the letter on the screen, we need to make adjustments with our committee that were in line with the original vote the council took at our October 2019 meeting.

As per their instruction I used my authority as

chair and we now have those present, or the ones chosen, at the October 2019 meeting. So now that we have made those adjustments, we need to revote on the matter of selecting LANO for our search committee firm. Just for your refresher, here is the LANO proposal that we originally accepted. I will give everyone a moment to look over the letter we received, our response and the LANO proposal if you would like.

BRENTON ANDRUS: Just to let you know Randall, Mary is now on with us.

RANDALL BROWN: Welcome Mary.

BRENTON ANDRUS: Randall, if I may to let committee members know in past conversations with LANO they did mention originally, they gave us prices quoted if you were a member or not a member. When we were negotiating contracts before this all went down, they did tell us we did not have to become a member to get the price. So we don't actually have to become a member of LANO to get that reduced price.

RANDALL BROWN: Very good information. Okay ladies and gentlemen, does everybody feel comfortable having had time to review? Anybody have any questions? And again, this is the proposal that we initially sought and accepted from LANO and they have indicated they are willing and able to resume work with us as soon as we give them authority today to move forward. So I would like to entertain a motion to have LANO be asked to be our search firm and to have Brenton begin the process of negotiating with them a contract for the search process.

MARY TARVER: I make a motion to move forward with the LANO group to do the search for our new executive director and work with Brenton on getting an updated timeline and schedule and stuff.

RANDALL BROWN: Okay. Thank you very much. Do I have a second to Mary's motion in the selection of LANO for our search firm?

MICHEAL BILLINGS: I will second.

RANDALL BROWN: Thank you. Mike Billings seconds. Do I have any discussion? Do I have any abstentions?

BRENTON ANDRUS: You have a hand raised from Corhanda. Just went down. Not sure. It's back up. Should be able to unmute her.

CORHANDA CORLEY: Great afternoon Mr. Chairman and executive council. Just out of curiosity with this vetting and the money we are going to use in regards to the DD search, exactly how much information would this company actually submit to our council? That is number one. Number two, exactly what is going to be the actual full job description, where would it be posted, etc. That is number two. Number three, where would this funding come from as far as would this be reflected in a proposal? And will this company actually have to submit a proposal in order to actually be the company that we choose? And will we make sure this is a company that tries to get an executive director that reflects diversity and inclusion? One that is very well versed in the DD act and all that our DD Council is supposed to embody.

RANDALL BROWN: Thank you. We have already began working with LANO before the issue arose that we needed to revote. Kay Urby is our point person with LANO that will be working directly with us, with Brenton and I. And ultimately with this committee, which all meetings of will be public. She and her team will be working with us to ensure that we do have a process that legally meets our obligations for hiring the executive director. And also, of course, will make certain that we have the input needed to make sure that the DD act and all its processes, procedures are reflected as we move forward in the process. And Kay fully understands that need. I am confident in her and her team they will continue to help us develop a process that will be fair and reflective of our entire community and mission as we move forward. LANO does this sort of thing, nonprofits search, this is what they do. I'm very encouraged with several meetings I have had with her team. I do think they are a good fit for us.

And financially speaking the funds will come from the savings we had from our vacancies. Because we have

two vacancies on staff. So we do have a cost savings because of that. And so the funding for this will come from those funds, essentially. If we need more, we can look at other funds. Travel has not been as large as an expense it usually is due to the covid crisis. We do have the funding, I believe, on hand to be able to cover the costs. They actually have, they were the best bid as far as cost. Our costs are significantly lower with LANO than they would be with our other choices. That's reflected here in their work. And as Brenton just told us, we actually would qualify for a reduction in some of those costs. Certainly seek that. We will save money whenever we can. But of course, we want to get the work properly done and to do so in a way that reflects all our mission and values.

As far as timeline, Brenton, correct me if I am wrong, of course it's not going to be exactly as we had originally planned now because of this delay. But I think they still seem to think we should be able to have two or three nominees for the council to vote on in the spring either March or April. Am I right about that? Our last conversation.

BRENTON ANDRUS: Yeah. They are looking at possibly April, at the latest July. April timeframe since we had a meeting. If not, possibly July. Dependent on how quickly we do move through the process and how quickly we can get everybody in meetings or different interviews.

Also to tie into what Corhanda is mentioning. Public will have access to all these meetings outside of the actual interviews with individuals. Those are not public for various reasons. All the planning with LANO to look at the job description, and all the timelines, and processes and any of the stuff to get your input on to develop the interview process. Those meetings will still be held public. Just not actual interviews with the people.

RANDALL BROWN: Absolutely. Glad you reiterated that point. As far as a contract with this vote Brenton will begin the process of reaching out to LANO

to let them know they have been reselected today. And they will begin the process of negotiating, continuing to negotiate in this case, a contract that is fair for them and their team and, of course, for us. And so there will be a contract that is written and agreed upon. And that process will begin today as soon as we agree they are the firm we wish to contract with. Are there any other questions? Hearing no further questions, I have a motion on the floor. Do I not?

BRENTON ANDRUS: Yes, sir you do.

RANDALL BROWN: Okay. So do I have any abstentions to the motion? Which Mary made and Mike seconded. Do I have any abstentions to the motion? Do I have any objections to the motion which is for the selection of LANO for our executive director search process? Do I have any objections? Hearing no objection, the motion is carried. Thank you, ladies and gentlemen. So Brenton, we can begin today to reach out to Kay and her team and let them know they have been reselected today. And see how soon they would be able to meet with us to have a meeting to begin to discuss next steps. Cause I know what we had planned to do at this meeting originally Kay was going to come in with her team and they were going to help us with the job description and get some other information they need to begin the process for selection. So I am assuming that as soon as we reach out and verify they have been reselected then we certainly will invite them to come in and have that meeting where we do the selection of, excuse me, the writing of the job description.

BRENTON ANDRUS: Last I had spoken with LANO that was kind of some of the things they wanted to do with the committee. Go through a timeline they developed and make sure that timeline was appropriate with the committee. The executive director job description. Also a survey that was sent out to staff and council members specifically about kind of some of the needs. I would assume they'll get us some information from that. I don't know if they are going to want to redo that survey now that leadership was changed. Some of

the questions was specific to leadership at that time. I will touch base with LANO. At this point they will kind of drive the discussion on what needs to get done. Randall, we do have a couple of comments from Liz Gary. Are you planning to discuss any of the information of the proposal? Discuss the plan of what they would do? I have some questions.

RANDALL BROWN: Actually Liz, that is what we are talking about now. I would like to have LANO answer those questions for us as they have been selected. I want to schedule a meeting as quickly as we can with the team that has been selected to work with us and they would be able to directly answer all questions related to our plans and agreements. And it will be a public meeting. Yes, I just saw that comment. All our meetings for this will be public with the exception of candidate interviews. Aside from the candidate interviews, everything will be public.

BRENTON ANDRUS: And I will say the proposals in all the previous agendas and meeting summaries the proposals were attached in there. If anyone wanted to go through the specific proposals.

RANDALL BROWN: Yes. We do.

BRENTON ANDRUS: So they are all attached in all of our various meeting summaries or agendas.

RANDALL BROWN: Thank you for pointing that out, Brenton. Are there any other questions?

BRENTON ANDRUS: Another comment from Liz. Said who is the board of directors or search committee they reference in the action plan? I can answer that if you would like, or Randall you can.

RANDALL BROWN: You can answer it, Brenton, if you would like.

BRENTON ANDRUS: The board of directors they mean the council. Just dealing with nonprofits they have a different lingo. Every time they talk about a board of directors, they mean the council. And the search committee, which makes up our entire executive committee and two representatives from self-determination and community inclusion, two

representatives from education and employment.

Yeah, I did mention to LANO that board of directors seems to be confusing. But it was described that's basically the council. Describe to it as the board cause that is their lingo.

RANDALL BROWN: Thank you for the question and thank you for the clarification, Brenton. Are there any other questions? And so Brenton, lets reach out to Kay and her team and see how quickly they will schedule another meeting with us so we can begin to discuss the job description and what their suggestions are for that. We can give input to them for that as well as surveys if we need to redo those to get that started.

BRENTON ANDRUS: Will do. I think their turnaround time is probably going to be dependent on how much they were able to get done before they stopped. I know they did work on a timeline before they had to stop. I don't know they were actually able to get a draft going for you guys to look at and all the other stuff. I will ask Kay kind of a timeframe she thinks she would be able to have that prepared and get with you Randall about some future dates.

RANDALL BROWN: Yes. And if you need, when you reach out to Kay, if you would like to have me on with you just reach out to me and we will set that up.

BRENTON ANDRUS: No problem.

RANDALL BROWN: Okay. Does anybody on the committee have any questions? All right. Thank you all. Any other questions before I entertain a motion to adjourn today's meeting? Hearing none, I thank you all for your participation today. And I will entertain a motion for adjournment.

MARY TARVER: I make a motion to adjourn.

RANDALL BROWN: Thank you Mary. Do I have a second to Mary's motion to adjourn today's meeting?

MICHEAL BILLINGS: I will second.

RANDALL BROWN: Thank you Mike. So Mary makes the motion to adjourn. Mike seconds. Do I have any objection? Hearing no objection, thank you all for your attendance. See you again soon. Everyone have a

good day and thank you