

Executive Director Search Committee
Friday, June 12, 2020, 9:30 AM – 11:30 AM
Online Via ZOOM

Watch the meeting here: <https://www.youtube.com/user/LADDCouncil/videos>

SUMMARY DRAFT

Members Present: Kim Basile, Michael Billings, Randall Brown, Michelle Guillory, Steven Nguyen, Delery Rice, Chris Rodriguez, Temisha Sonnier, Mary Tarver, Phil Wilson

Members Absent: Hyacinth McKee, Adren Wilson

Staff: Marilee Andrews, Brenton Andrus, Halie Belin, Ebony Haven

Guests: Katie Corkern, Brenda Cosse, Liz Gary, Ashley McReynolds, Kelly Monroe

A quorum was established and the meeting was called to order at 9:39 AM.

MOTION PASSED

A motion by Kim Basile seconded by Mary Tarver to approve the [meeting summary from February 21, 2020](#) passed without objection, no abstentions.

Review of Search Firm Proposal & Draft Deliverables

Committee members reviewed the proposal from the [Louisiana Association of Nonprofit Organizations \(LANO\)](#). This firm was selected at the last meeting to assist the committee with its search for the Council's next Executive Director. Randall Brown informed the committee he would notify the three other firms they were not selected.

Members discussed the need to ensure transparency and avoid any perceived conflicts throughout the search process.

MOTION PASSED

A motion by Kim Basile, seconded by Michael Billings to notify all Council members and Council staff, by the end of business today, Friday, June 12, 2020, that if they intend to be an applicant for the new Executive Director of the Louisiana Developmental Disabilities Council they must inform Chair Randall Brown by Wednesday, June 17, 2020 close of business. They must withdraw from being a member of the search committee and membership committee. Motion passed without objection, no abstentions.

Members then reviewed and edited possible [deliverables](#) drafted by Kim Basile and Phil Wilson to be considered for inclusion in a contract with LANO. The need to use timeframes when determining task completion rather than specific dates was also discussed since it is not known when the contract with LANO will be executed. Members collectively agreed it would be beneficial

to speak with LANO about the committee's suggested timeframes and expectations prior to drafting any contract for their service. Mr. Brown volunteered to reach out to LANO.

MOTION PASSED

A motion by Phil Wilson, seconded by Temisha Sonnier for the search committee to grant Chair Randall Brown the authority to negotiate the initial contract deliverables with LANO passed without objection, no abstentions.

It was agreed upon by the committee that an interview panel should be established as it may be difficult to conduct initial interviews with all twelve members present. Ms. Basile suggested Delery Rice or Adren Wilson participate in the interviews. Ms. Rice volunteered. Randall Brown stated he planned to be on the interview panel and will ask Vice-Chair Hyacinth McKee to participate as well. Chris Rodriguez and Phil Wilson also volunteered to participate.

A motion to adjourn at 11:43 AM was made by Steven Nguyen and seconded by Michael Billings.