

MOTION: THOMAS

SECOND: DURANY

RE: APPROVAL OF RECRUITMENT PLAN FOR PRTC EXECUTIVE DIRECTOR

ACTION: APPROVED

WHEREAS, at its June 2016 meeting, the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) decided that the recruitment process for selecting an Executive Director (“Director”) will be led by PRTC Chairman Principi and Vice Chairman Jones; and

WHEREAS, the Chairman and Vice Chairman have met to map out the recruitment process more explicitly, concluding that each PRTC member jurisdiction should participate as members of the “recruitment and candidate evaluation panel” and that a subcommittee of Chairman Principi, Immediate Past-Chairman Jenkins, Council Member Way, Mayor Jones, Supervisor Thomas, and Delegate Anderson would serve as a search committee to facilitate the selection of a Director (“Search Committee”); and

WHEREAS, the Chairman’s and Vice Chairman’s more explicit plan for the recruitment (“Recruitment Plan”) is in the form of:

1. A proposed schedule for conducting the recruitment; and
2. A proposed advertisement for the position and places for placement of the advertisement; and
3. A proposed position description; and
4. A generalized description of the proposed compensation package; and
5. A proposed budget for the conduct of the recruitment; and
6. An approach for screening applicants and conducting interviews, whereby:
 - a. The screening would be done by the Search Committee to select candidates for the first round of interviews by the PRTC Executive Committee and Commissioner Anderson (“the final screening committee”); and
 - b. The final screening committee would select a short list of the most promising candidates for subsequent interviews by the Commission at-large; and
 - c. The Commission at-large interviews the short-listed candidates and rank orders the short-listed candidates; and

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WHEREAS, the PRTC Executive Board has reviewed the Recruitment Plan and endorsed it.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby endorses the Recruitment Plan, including the proposed budget set forth therein, as proposed.

BE IT FURTHER RESOLVED that on behalf of the Commission, the Search Committee is authorized to develop and finalize the advertising for the position, the proposed position description and a generalized description of the proposed compensation package.

BE IT FURTHER RESOLVED that on behalf of the Commission, the Search Committee is authorized to contract with a contractor to assist in conducting a nationwide search for a Director, such contract not to exceed the amounts set forth in the proposed budget.

BE IT FURTHER RESOLVED that if the Search Committee is unsatisfied with any contractor with a contract currently available for use by PRTC, or if the Search Committee is unable to engage any such contractor, the Search Committee is authorized to provide for the issuance of an RFP to solicit proposals from contractors to conduct a nationwide search for a Director.

Votes:

Ayes: Anderson (Richard), Anderson (Ruth), Barg, Barker, Durany, Jenkins, Jones, Kelly,
Lawson, Miller, Principi, Skinner, Thomas, Way

Nays: None

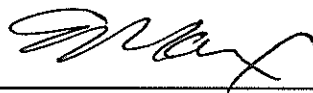
Abstain: None

Absent from Vote: None

Alternate Present Not Voting: None

Absent from Meeting: Aveni, Caddigan, Horsley, Lasch, Lovejoy, Maurer, McLaughlin, Milde,
Mitchell, Naddoni, Nohe, Pittard, Ross, Sellers, Trampe, Withers, Wren

ATTEST:



Eric Marx, Interim Executive Director