



CareerSource Hillsborough Pinellas CEO Selection Minutes

CareerSource Hillsborough Pinellas

Wednesday, August 7, 2024 at 10:00 AM EDT

@ Hybrid / 4350 W. Cypress Street, Suite 875, Tampa FL 33607

Attendance

Present:

Members: Sean Butler, Michael Jalazo (remote), Esther Matthews (remote), Dr. Rebecca Sarlo (remote), Mercedes Young (remote), Gary Hartfield, John Howell

Absent:

Members: April Newman, Ken Williams

Others Present:

CareerSource Hillsborough Pinellas Staff: Sheila Doyle, Leah Geis (remote), Steve Meier, Anna Munro, Tammy Stahlgren

CareerSource Hillsborough Board Member: Robert Blount III (remote)

Hillsborough County Government: Ken Jones (remote)

Newland & Associates Inc.: Vanessa Abreu (remote), Michelle Epstein (remote), Robert Newland (remote)

Pinellas County Government: Dr. Cynthia Johnson, Cody Ward (remote)

I. Call to Order, Roll Call, and Welcome (Presenters: Gary Hartfield)

Gary Hartfield, Chair called the meeting to order at 10:00 a.m. There was a quorum present.

II. Public Comments (Presenters: Gary Hartfield)

There were none.

III. Action Item

A. Approval of Minutes - July 10, 2024, CEO Selection Committee Meeting

Motion:

To approve the minutes of July 10 2024, CEO Selection Committee Meeting.

Motion moved by Sean Butler and motion seconded by John Howell. Motion carried.

IV. Discussion Items

A. Plan for the CEO Selection Process

The committee expressed appreciation for the support received from stakeholders and provided an update on the recent approval from the consortium to proceed with the Newland & Associates contract. The focus of the meeting was to discuss alignment of processes and set clear communication goals.

Job Description and Candidate Qualifications

The job description was reviewed to ensure alignment with candidate criteria. The committee agreed lack of CEO experience should not be a limiting factor in candidate selection and discussed areas of experience and abilities integral in a qualified candidate.

The committee emphasized the importance of transparency and ensuring that all board members agree with the job description before proceeding with the selection process. It was discussed the board members have been emailed the job descriptions and that no comments were provided by the board members.

Predictive Index Assessment

The committee discussed the importance of behavioral-based interviews and the need for candidates to bring fresh ideas and solutions to the role. Robert Newland provided a detailed overview of the four basic behavioral drives - dominance, extroversion, patience, and formality - and their relevance in leadership roles. He highlighted the significance of using validated assessments such as the predictive index, for selection purposes and explained how individuals adapt their behavioral profiles to fit job requirements.

Candidate Outreach Strategies

Robert Newland emphasized the effectiveness of soft reach-outs for candidate recruitment and expressed concerns about unqualified applicants through ads. The conversation also touched on the importance of reaching out to successful individuals who may not be actively seeking jobs and the potential candidates who could be reached through national organizations and workforce boards.

Robert Newland shared the position is posted on their LinkedIn. It was also discussed to post on the CareerSource Hillsborough Pinellas' website and National Association of Workforce Boards as well as sharing the links with the committee as available.

Candidate Anonymity

The committee stressed the importance of maintaining candidate anonymity and discussed practical measures such as referring to candidates by numbers

instead of names. It was also discussed that candidates should be informed and prepared for potential loss of confidentiality with their current employers due to the selection process being conducted under the sunshine laws.

Candidate Communication, Vetting and Metrics

The committee discussed the importance of Newland messaging and presenting information that represents the new board and as entities that are no longer separate but consolidated and being intentional in the information delivered to candidates that addresses the entity as CareerSource HP and promoting positive aspects of where the organization is today in comparison to 3 or 4 months ago.

It was discussed Newland cast a wide net in their CEO search and reached out to over 150 candidates and phone screened 137.

Timeline

Newland discussed prior to the next meeting, revisiting with 5 candidates to reaffirm their interests, going through the pool and basically knocking on every door again, phoning everybody again, re-pitching again, to see if the pool can be extended or expanded and then perhaps suggest at the next meeting. a bit of a more condensed schedule, if it merits, where four weeks for sourcing may not be necessary.

Consortium

The committee discussed the importance of providing the Consortium an update on the search process and scheduling a formal meeting with the Consortium at a date and time when all members of the Consortium are present. It was suggested to provide an update between task 2 and task 3,4 of the project plan.

V. Next Steps

VI. Adjournment

The meeting adjourned at 11:21 a.m.

Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.