



**CITY MANAGER SEARCH ADVISORY TASK FORCE
REGULAR MEETING MINUTES**

Friday, June 16, 2017

The City Manager Search Advisory Task Force convened in a regular meeting on Friday, June 16, 2017 at Town Lake Center Assembly Room 130.

Chair Laura Huffman called the Board Meeting to order at 1:05 p.m.

Board Members in Attendance: Laura Huffman (Chair), Saundra Kirk (Vice Chair), Claudia Conner, Susan Hambright, Perla Cavazos, Julio Gonzalez Altamirano, Bill Spellman, Channy Soeur, Walter Muse, Jan Lehman. Admiral Bobby Inman was absent.

Staff in Attendance: Joya Hayes, Debbie Maynor, Trinh Bartlett, Lara Foss, Monika Arvelo, Sonya Alexander-Harry, Rod Sigler, and Cindy Henson. Erin Carbrey from Russell Reynold Associates was in attendance.

1. APPROVAL OF MINUTES

Recommendation by Task Force Member Jan Lehman to approve the minutes for the June 12 City Manager Search Advisory Task Force meeting was approved on Jan Lehman's motion, Task Force Member Perla Cavazos seconded on a 10-0 vote. Task Force Member Admiral Bobby Inman was absent.

2. CITIZEN COMMUNICATION: GENERAL

- a) Dana Blanton - comments regarding needs for next Police Chief stating that similar qualities are needed for the next City Manager.
- b) Sammy Easterday – comments regarding skills, personal characteristics and challenges for the next City Manager.
- c) Daniel Llanes – discussed equity issues and also discussed skills, experience, and characteristics needed for the next City Manager.

3. INVITED PUBLIC COMMENTS

- a) Darlene Berghammer – Austin Hispanic/Latino Network
- b) Bob Nicks – Austin Firefighters Association
- c) Lei Ye – Asian American Employee Network
- d) Reverend Daryl Horton

4. STAFF BRIEFINGS

- a) Task Force Member Laura Huffman (Chair) let everyone know that the survey was now available for public input. The survey is posted on NextDoor, and the Task Force website. The City of Austin website is being revised to make it easier for the public to find the survey. Citizens can also call 3-1-1 to provide input; they have the capabilities for verbal communication in any language.

- b) Erin Carbrey from Russell Reynolds stated that survey to City of Austin senior management (approximately 861 staff members) will be sent out early next week.
- c) Task Force Member Sandra Kirk (Vice Chair) discussed the role of Task Force members for feedback. Each member is to work with their Council member staff to ensure meetings are recorded. Task Force members may facilitate/host a meeting to receive input and to capture information provided by the public. Each Task Force member will provide synthesized feedback (organized around the four questions provided) to Russell Reynolds by July 5.
- d) Task Force Member Laura Huffman (Chair) and Joya Hayes advised everyone that there are currently 21 vacant executive positions (director level or above) at the City of Austin.

5. NEW BUSINESS

- a) Recommendation by Task Force Member Sandra Kirk (Vice Chair) to request City Council to amend the resolution to allow the Task Force to conduct conversational interviews with the short list of candidates to confirm their alignment with the profile that arose from public input was approved on Sandra Kirk's motion, Task Force Member Julio Gonzalez Altamirano seconded on an 10-0 vote. Task Force Member Admiral Bobby Inman was absent.

6. FUTURE AGENDA ITEMS

- a) Russell Reynolds will provide profiles from recruitments they have provided for other communities/positions as well as a template to Task Force members.

7. ADJOURN

Task Force Member Perla Cavazos adjourned the meeting at 2:22 p.m. Susan Hambright seconded Without objection.