

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Staff Presentation Worksheet

Presentation Date: 5/10/11 Time: 2:15 PM Length: 1 hour

Presentation Title: Commission Position 4 Applicant Review

Department: County Administration/Employee Services

Presenters: Steve Wheeler and JJ Peters

POLICY QUESTION

Discuss each Commissioners top candidates and agree how many and which candidates will be invited to interviews.

ISSUE & BACKGROUND

Board of County Commissioner (BCC) Position #4 is open due to the resignation of Chair Peterson on March 11, 2011 and appointment of Commissioner Lehan to Chair on March 17, 2011. The recruitment was posted for application from March 15 - April 13, 2011. Sixty-three (63) submitted applications were received. Staff reviewed the application materials for completeness and minimum qualifications. On April 18, 2011, the Commissioners were each provided with a binder including a summary spreadsheet and application materials for each of the 63 candidates. On May 3, 2011 the 63 candidates were narrowed to eleven (11) for additional review. Interviews are scheduled for May 17th at 6:30 PM and will be broadcast online on the Government Channel. Separately staff will discuss question areas with the Board.

The Board has indicated they would prefer to interview 4 - 6 candidates from this recruitment. The Board intends to identify these candidates today.

QUESTION(S) PRESENTED FOR CONSIDERATION

Which candidates would the Board like to invite to interviews?

OPTIONS AVAILABLE

- Decide today which candidates to interview on 5/17/11.
- Request more information from staff prior to making a decision.
- Postpone making a decision until a later date.

RECOMMENDATIONS

Staff recommends a minimum of 4 candidates and a maximum of 6 candidates be invited to interviews.

Based on the discussion at today's meeting, Department of Employee Services (DES) will coordinate scheduling interviews for May 17, 2011.

SUBMITTED BY:

Division Director/Head Approval _____

Department Director/Head Approval _____

County Administrator Approval _____

For information on this issue or copies of attachments, please contact JJ Peters @ 503-742-5485

*06/2009 Version