



COUNTY ADMINISTRATOR SEARCH COMMITTEE AGENDA

Room 404, Government Center
Wednesday, March 2, 2011
8:00 a.m.

1. Call to Order – Chairman Segobiano
2. Approval of Minutes: February 23, 2011 1-2
3. Items to be Presented for Action
 - A. EXECUTIVE SESSION: Personnel Matters
(Distributed under separate cover)
4. Items to be Presented for Information
 - A. General Report
 - B. Other
5. Adjournment

Minutes of the County Administrator Search Committee

The County Administrator Search Committee met on Wednesday, February 23, 2011 at 3:30 p.m. in Room 404, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Segobiano; Members Owens, Bostic, Gordon, and Caisley

Members Absent: None

Other Members Present: County Board Member Sorensen

Staff Present: Ms. Judith LaCasse, County Administrator's Assistant

Chairman Segobiano called the meeting to order at 3:30 p.m.

Chairman Segobiano advised that the Search Committee is on time according to the process calendar. The month of February was established as the screening process and the month of March begins on-site interviews of finalists. Chairman Segobiano stated that he hopes to finalize the "A" list of candidates today.

Chairman Segobiano indicated that, following today's meeting, he will divide the Committee into teams of two to begin the process of calling references. He noted that it will be important that the reference questions be consistent. Chairman Segobiano stated that after the reference checks are conducted, candidates will be selected for telephone interviews.

Chairman Segobiano cautioned that the Committee has intense work ahead in March as the announcement of the new County Administrator is scheduled for April.

Chairman Segobiano presented the minutes of the February 16, 2011 Administrator Search Committee for approval. Hearing no additions or corrections to those minutes, Chairman Segobiano advised that the minutes would stand approved as presented.

Motion by Owens/Bostic to Recommend the Administrator Search Committee go into *Executive Session* at 3:35 p.m. to review County Administrator applications with the Committee Members and the Administrator's Office Staff.
Motion carried.

Motion by Owens/Bostic to recommend the Administrator Search Committee return to *Open Session* at 4:45 p.m.
Motion carried.

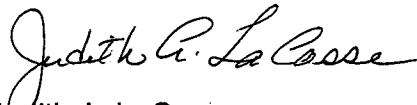
Chairman Segobiano reviewed the meeting schedule, as follows:

- Wednesday, March 2, 9:00 a.m., Room 404;
- Tuesday, March 8, 3:30 p.m., Room 404;
- Wednesday, March 16, 3:30 p.m., Room 404;
- Wednesday, March 23, 3:30 p.m., Room 404;
- Wednesday, March 30, 3:30 p.m., Room 404.

Chairman Segobiano asked if there were any additional questions or comments. Hearing none he called for a motion to adjourn.

Motion by Owens/Gordon to Adjourn the County
Administrator Search Committee Meeting at 4:48 p.m.
Motion carried.

Respectfully submitted,



Judith A. LaCasse
Recording Secretary