



## **COUNTY ADMINISTRATOR SEARCH COMMITTEE AGENDA**

Room 404, Government Center

Monday, May 16, 2011

8:30 a.m.

1. Call to Order – Chairman Segobiano
2. Approval of Minutes: April 26, 2011 1-3
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 Tuesday, April 26, 2011 at 4:30 p.m. in Room 404, Government Center, 115 E. Washington Street, Bloomington, Illinois.

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

Members Absent: None

Other Members Present: County Board Chairman Sorensen

Staff Present: Mr. Terry Lindberg, County Administrator; Ms. Judith LaCasse, County Administrator's Assistant

Chairman Segobiano called the meeting to order at 4:30 p.m.

Chairman Segobiano presented the minutes of the March 15, 2011 Administrator Search Committee for approval.

Motion by Owens/Caisley to Approve the Minutes of the March 15, 2011 Administrator Search Committee Meeting.  
Motion carried.

Chairman Segobiano commended the Committee on its due diligence and hard work. Mr. Lindberg stated that a background firm was hired to provide complete background and credit checks on the five finalists. He reported that the background check included references, college credentials, residency history, employment history and credit check.

Chairman Segobiano called for a motion to go into *Executive Session* to discuss Personnel issues.

Motion by Caisley/Bostic to Recommend the Administrator Search Committee go into *Executive Session* at 4:34 p.m. to discuss Personnel issues with the Committee Members and the Administrator's Office Staff.  
Motion carried.

Motion by Caisley/Owens to recommend the Administrator Search Committee return to *Open Session* at 5:40 p.m.  
Motion carried.

Motion by Gordon/Owens to recommend the Administrator Search Committee invite Mr. Patrick Thompson of Hamilton County, Ohio and Mr. Bill Wasson of McLean County, Illinois for on-site interviews.

Motion carried with Ms. Bostic voting "no" and Chairman Segobiano voting "no."

Chairman Segobiano advised that on a vote of three to two, Mr. Thompson and Mr. Wasson will be invited in for on-site interviews. He asked the Administrator's Office to prepare an interview schedule for these two individuals.

There was a brief discussion regarding inviting members of the Stakeholders Group to be part of the interview process or social events. The Committee agreed that the Stakeholders Group will not be included in the interview process, but might be invited to a social function.

Mr. Owens brought up the issue of the Open Meetings Act in reference to having a majority of the Committee or the majority of the Board involved in the interviews or social functions.

Mr. Sorensen advised that Chairman Segobiano, Mr. Lindberg and he will work on an interview schedule for the two final candidates.

Ms. Bostic stated that throughout the process, she has appreciated that the staff prepared questionnaires and she hopes that will continue through the interview process as it successfully facilitated the process. Ms. Bostic also acknowledged that it was a positive reflection on McLean County that it attracted successful candidates for the position.

There was a discussion about notifying the candidates who were not invited for on-site interviews. The committee asked that Mr. Lindberg contact the applicants and let them know that they are no longer under consideration for the position. Mr. Lindberg stated that he will send a letter to all of the applicants but the two that were selected for on-site interviews. In addition, he will also telephone the remaining three final candidates who were not selected for on-site interviews.

Chairman Segobiano advised that an itinerary will be prepared after which the Administrator Search Committee will meet again one day next week to share this information.

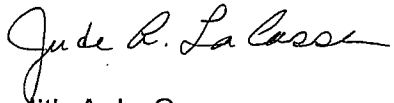
There was some discussion regarding what to do if the Committee members receive calls from the media. Chairman Segobiano advised that all calls from the media should be referred to Mr. Sorensen or himself.

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

Motion by Caisley/Gordon to Adjourn the County  
Administrator Search Committee Meeting at 6:05 p.m.  
Motion carried.

Respectfully submitted,



Judith A. LaCasse  
Recording Secretary

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