



Bay Area Workforce Development Board

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BAY AREA WORKFORCE DEVELOPMENT BOARD EXECUTIVE SEARCH COMMITTEE

MEETING MINUTES

JULY 2, 2020

Present: Fran Damp, Chuck Dallas, Brian Schauf, Cheri Galecke, Paul Carlsen

Absent: Michael Troyer, Cindy Nichols

The meeting was called to order at 1 PM as a virtual meeting. A quorum was present.

Mr. Schauf nominated Chuck Dallas as Chair of the Executive Search Committee with a second from Ms. Galecke. Motion was unanimously adopted.

Members reviewed options for advertising the position. LinkedIn, Indeed and Job Center of Wisconsin were agreed upon. Engaging a professional search firm was tabled as a future possibility. Taking out an ad in Insight on Business was raised as an option as well. Mr. Golembeski will draft a short description for solicitation and get it out for review early during the week of July 6. Dr. Carlsen raised the question of finding a platform that would reach out to diversity groups for consideration. Mr. Golembeski noted that NEW North had recently shared a listing of “Minority Associations in the NEW North Region” and the solicitation could be shared with them. He will also reach out to his colleagues in the state as well as to Bay Area WDB members.

Mr. Dallas expressed his concern that a new hire be made in time for a successor to spend quality time with Mr. Golembeski during the transition period. Dr. Carlsen indicated that lakeshore Technical College human resource staff are available to assist in the process, including working with Mr. Golembeski in vetting applications for group consideration.

The next steps are to approve the draft solicitation and have it posted as above. Bay Area WDB office staff will assist with the posting. A follow up meeting will be scheduled when applications begin to come in.

The meeting adjourned at 1:40 PM

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