

MINUTES

of the Personnel Committee of the Capital Area Regional Planning Commission

August 23, 2023

CARPC Office, 100 State St, Ste 400, Madison, WI 53703

10:00 am

Commissioners Present: Maureen Crombie, Kris Hampton, Peter McKeever, Heidi Murphy, David Pfeiffer (Chair),

Commissioners Absent: Nick Zavos

Staff Present: Haley Smith, Steve Steinhoff

Others Present: Peter Gray

1. Establish Quorum

Chair Pfeiffer called the meeting to order at 10:15 pm and quorum was established.

2. Public Comment on Matters not on the Agenda

No members of the public were present.

3. **Approve Minutes from August 15, 2023 Personnel Committee Meeting (*actionable item*)**

Ms. Crombie moved to approve the Minutes of the June 5, 2023, Executive Committee Meeting; Mr. Hampton seconded. The motion passed on a voice vote.

4. Discussion with Peter Gray Search Regarding Recruitment of CARPC Executive Director

Commissioners, Mr. Gray, and staff discussed Mr. Gray's proposed plans for recruitment of a CARPC Executive Director, his experience and outcomes from similar searches, his approach to executive searches, and other topics.

Mr. Gray left at 11:15. Commissioners expressed positive opinions of Mr. Gray's responses. It was noted that, as reflected in the minutes of the August 15, 2023, Personnel Committee meeting, such a satisfactory meeting with Mr. Gray confirms the Committee's selection of Peter Gray Executive Search for recruitment of a CARPC Executive Director. [The full Commission voted on August 10, 2023, to authorize the CARPC Executive Director to execute an agreement, for Executive Director recruitment, with a firm selected by the CARPC Personnel Committee.]

5. Future Meetings and Agenda Items (To Be Scheduled)

It was agreed to schedule a meeting within two weeks to start the executive search process.

6. Adjournment

Mr. Hampton moved for adjournment; Ms. Murphy seconded. The meeting adjourned at 11:20 am.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Kris Hampton". The signature is fluid and cursive, with the first name "Kris" and last name "Hampton" clearly distinguishable.

Kris Hampton, Secretary