



1603 22nd Street
Anacortes, WA 98221
Phone: 360-293-0673

**Minutes for the Special Meeting
of the
Board of Commissioners**

Date and Time: 5:30 PM, Thursday, January 8, 2025

Location: Fidalgo Pool & Fitness Center

5:32 PM: Welcome, Call to Order, Identify Commissioners and Guests

Commissioners Present: McNett, Mathes, Olson, Hansen, Way

Staff Present: Carla B, Kelsey D

Public Guests: Phil Prudhome, Sally Turner, Meg Kershaw, Kirk Kennedy, David Hansen (HR Committee Volunteer), Cliff Moore (Prothman Consultant Firm)

Public Comments

ST had questions about who was on HR Committee and whether staff were participating in the review of potential candidates for Executive Director. Commissioners responded that David Hansen, David Way, and Christine Mathes represent the HR Committee and are working directly with Prothman at this stage in the search. A final candidate or candidates will be asked to interview in-person with full commission when appropriate. ST suggested that including staff would help with perspective of potential candidates.

KK asked whether there would be a chance for public to be involved in the selection of Executive Director. Commissioner response was that HR Committee will be interviewing next round of candidates and finalist(s) will be asked to join a special executive session meeting for final interview.

New Business:

- Travel reimbursement for potential ED Final Interview
HR Committee explained the potential need for authorizing travel reimbursement for finalist candidate to travel from out of the state to attend an in-person

interview. Decision: State Per Diem Rates for appropriate Hotel and Meals; economy airfare and economy rental car approved with receipts. Motion Way, Second McNett, all in favor.

- Relocation package for selected ED Interview (if necessary)
HR Committee explained the potential need for offering a relocation incentive package if selected candidate is from out of state. Decision: Relocation assistance of up to \$7,000 for appropriate moving expenses as justified with receipts. There will be a clause in the employment offer letter stating that if the ED decides to leave FPFC earlier than 1 year in the position then they will be required to reimburse 50% of the relocation assistance provided. Motion Mathes, Second McNett, all in favor

5:50 – 6:30 PM: Executive Session to discuss qualifications for appointment to a public position

6:32 PM: Adjourn