



**Town of Surfside
Special Town Commission Meeting
MINUTES
August 18, 2020
7pm**

Town Hall Commission Chambers - 9293 Harding Ave, 2nd Floor
Surfside, FL 33154

1. Opening

A. Call to Order

Mayor Burkett called the meeting to order at 7:08 p.m.

B. Roll Call of Members

Town Clerk McCready called the roll with the following members present:

Present: Mayor Charles Burkett, Vice Mayor Tina Paul, Commissioner Charles Kesl, Commissioner Nelly Velasquez and Commissioner Eliana Salzhauer.

Also present were Interim Town Manager Jason Greene, Human Resources Director Yamileth Slate-McCloud and Town Attorney Lillian Arango.

C. Town Manager Recruitment Process

Human Resources Director Slate-McCloud introduced the item to the members of the Town Commission and provided an overview of the selection process, the ranking system, the summary, the candidates and the potential dates of August 24 and August 25, 2020 for interviews. She requested clarification of the number of candidates and length of interviews to determine if they need another date for interviews.

Mayor Burkett requested input from the Commissioners.

Commissioner Salzhauer commented on the dates of the interviews and the review of the candidates and would need other dates due to missing of the original deadlines. She stated she was impressed with the candidates and was frustrated that they had to make selections based on paper and feels that points should be assigned once you meet the candidate. She suggested starting interviews with the 12 individuals that they have and possibly being able to submit other candidates.

Commissioner Kesl suggested keeping the process moving and commented on top candidates. He suggested using points for the selection.

Commissioner Velasquez thanked Human Resources Director Slate-McCloud and wants to make sure the Town is in its best hands and is good with the consensus.

Vice Mayor Paul thanked all the applicants for their submission and is open to interviewing more candidates.

Human Resources Director advised the Commission that Matthew Garcide removed himself from the selection process. She discussed the different candidates and their scoring. She requested clarification on the time slots for the interviews. She requested clarification on the number of interviewees and the time slots.

Commissioner Salzhauer recommended interviewing at least 10 candidates and then break it down to the top five candidates.

Human Resources Director Slate-McCloud stated that if they consider a panel it has to be done in a panel setting due to Sunshine Law.

Commissioner Velasquez agrees that they should speak to all the candidates. She stated that currently the Town is in good hands and agrees on interviewing the 10 candidates.

Commissioner Kesl suggested a round robin. His concern is that other candidates will drop out and believes starting with a smaller group and then choose to open that up.

Vice Mayor Paul agrees splitting the group into two groups to interview and does not believe the questions should be sent to them in advance.

Mayor Burkett suggested that the candidates not be invited to the meeting and just to their interview.

Commissioner Velasquez agreed with Mayor Burkett.

Mayor Burkett suggested sending the questions to all the Commissioners and determine how to budget their time to conduct their interview.

Commissioner Salzhauer clarified that the interviews would be via zoom and the other applicants not be invited and see how many questions they would get.

Mayor Burkett stated that Human Resources Director Slate-McCloud would give them the questions and have it circulated.

Commissioner Velasquez commented on the interviews being done the same week as a Commission Meeting.

Town Clerk McCready requested from Town Attorney Arango if they are able to not allow other applicants to be part of the meeting.

Town Attorney Arango stated it would be a professional courtesy for those applicants not to be signed in.

Commissioner Salzhauer suggested having the interviews the first week of September.

Vice Mayor Paul suggested the following week due to Labor Day weekend.

Further discussion took place among the Town Commission on the interview dates and the questions for the interview.

Mayor Burkett agrees with Vice Mayor Paul with the questions, the scheduling and believes this should be allocated on a date that they are fresh and not when they have three meetings the same week. He asked Human Resources Director Slate-McCloud what dates would be good.

Vice Mayor Paul would like to change the date of the Commission Meeting and stated that the Commission agreed not to have Commission meetings every week.

Mayor Burkett commented to figure out what is the best date to have the meeting and requested Town Clerk McCready to circulate the dates available. He asked Vice Mayor Paul what are the dates agreed upon.

Vice Mayor Paul stated it was August 24 and 26.

Mayor Burkett stated he would be out of town and suggested the week of September 1.

Further discussion took place among the Commission and Human Resources Director Slate-McCloud for the interviews of the candidates, the questions to be asked and the dates available with 30 minutes for each candidate.

The following members from the public spoke on the item:

George Kousoulas
Clara Diaz-Leal

Vice Mayor Paul likes the idea going with Human Resources Director Slate-McCloud's questions and coming up with five questions and then one additional questions for each Commissioner.

Vice Mayor Paul stated they have to be clear on how many questions since they do not have endless time for the interviews and Human Resources Director Slate-McCloud should know and limit the number of questions with a maximum of five questions from each Commissioner and one from Human Resources Director Slate-McCloud.

Further discussion took place on the amount of questions each Commissioner is to send Human Resources Director Slate-McCloud and how they approve those questions and to submit them to Clara Diaz-Leal to review and work with her schedule.

A motion was made by Commissioner Salzhauer to interview all 12 final candidates and do it in a room format as a panel in a public meeting, for the questions to be set in advance with room to supplement questions for the week of September 1, seconded by Commissioner Velasquez. The motion carried with a 5-0 vote.

Commissioner Salzhauer and Commissioner Velasquez suggested top three or five candidates in the third round.

A motion was made by Commissioner Kesl to set up a third round of the three to five top finalists within the 2-3 weeks after the next round, seconded by Commissioner Velasquez. The motion carried with a 5-0 vote.

Commissioner Salzhauer asked if Human Resources Director Slate-McCloud could give them a sheet for evaluation and notes along with the questions on the other side.

Human Resources Director Slate-McCloud stated that she will circulate the questions they had previously by the headhunter in the past and those questions could be adjusted.

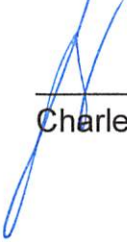
The Commission directed Town Clerk McCready to coordinate dates that she is available.

Clara Diaz-Leal stated that she is available on September 3 and 4.

2. Adjournment

A motion was made by Commissioner Velasquez to adjourn the meeting without objection at 8:26 p.m. The motion received a second from Commissioner Salzhauer. The motion carried with a 5-0 vote.

Accepted this 13th day of OCTOBER, 2020.



Charles W. Burkett, Mayor

Attest:



Sandra N. McCreedy, MMC
Town Clerk